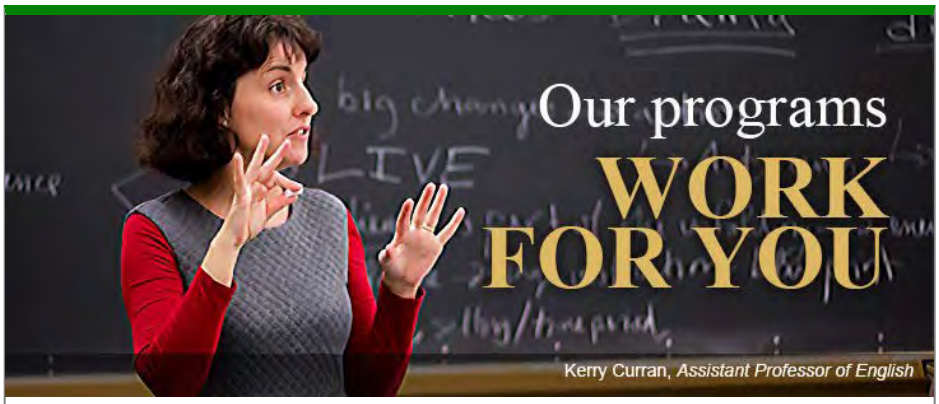
TOMPKINS CORTLAND COMMUNITY COLLEGE

ACADEMIC CATALOG 2018-19



TRANSFER OR CAREER. OR BOTH.

Our programs lead to results. Transfer for a four-year degree or more.

Start working now. You get the skills you need for long-term success.

DEGREES AND CERTIFICATES

YOU DON'T DO THIS ALONE. YOU'RE ONE OF US.

You benefit from small classes and a community that feels like family.

You graduate without a mountain of debt, ready for long-term success.

EXPAND YOUR EDUCATION

- Disney College Program
- Farm to Bistro
- Honors College
- Internships
- PTK Honor Society
- Study Abroad
- Sustainability Designation

ONLINE LEARNING

- Fully Online Degrees
- Fully Online Certificates
- Hundreds of Courses
- Make a Schedule That Fits You

TRANSFER MADE EASY

- Easy Transfer with SUNY
- Seamless Transfer Paths
- 2 + 2 Articulation Agreements

STUDENT SUCCESS

with Four-Year Schools

Transfer Potential to Hundreds of Schools

ARCHIVED ACADEMIC CATALOG

- 2017-2018
- 2016-2017
- 2015-2016
- 2014-2015
- 2013-2014
- 2012-2013
- 2011-2012

ARCHIVED COURSE DESCRIPTIONS

- 2017-2018
- 2016-2017
- 2015-2016
- 2014-2015
- 2013-2014
- 2012-2013
- 2011-2012

OUR LOCATION

170 North St., P.O. Box 139
Dryden, New York 13053
Phone: 1.888.567.8211–1.607.844.8211
Web: tompkinscortland.edu

ADMISSIONS

STUDENT LIFE

HOUSING

> ***You want the outcome:*** *a rewarding career that's more than a job and a skillset that prepares you for a future you can't predict. Some people tell you to get to work, get that money now, stay out of debt. Some tell you to go to a four-year school: Get that fancy piece of paper. Here's what we know: We give you flexibility. Two years here and you'll save money (lots of money). But you'll also have the skills to get a job and, more importantly, get the next job — that's the one you really want.* ***The career.***

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

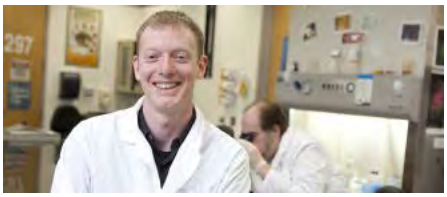
PROGRAMS

Accounting

A.S. Degree, A.A.S. Degree, Certificate

Applied Science and Technology

A.A.S. Degree



Biology

A.S. Degree, Biotechnology Certificate

Broadcast Production

A.A.S. Degree

Business Administration

A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling

A.A.S. Degree, Certificate

Communication and Media Arts

A.S. Degree

Computer Information Systems

A.A.S. Degree

Computer Science

A.S. Degree

Computer Support Specialist

A.A.S. Degree

Construction and Environmental Technology

A.A.S. Degree, Certificate

Creative Writing

A.A. Degree, Certificate

Criminal Justice

A.S. Degree, A.A.S. Degree, Certificate

Culinary Arts

A.A.S. Degree

Digital Cinema

A.S. Degree

Early Childhood

A.A.S. Degree

Engineering Science

A.S. Degree

Entrepreneurship

A.A.S. Degree

Environmental Studies

A.S. Degree

Graphic Design

A.S. Degree

Hotel and Restaurant Management

A.A.S. Degree

Human Services

A.S. Degree, A.A.S. Degree, Certificate

International Business

A.S. Degree

International Studies

A.S. Degree

Liberal Arts and Sciences: General Studies

A.S. Degree, Certificate

Liberal Arts and Sciences: Humanities

A.A. Degree

Liberal Arts and Sciences: Math/Science

A.S. Degree

Liberal Arts and Sciences: Social Science

A.S. Degree

Liberal Arts and Sciences: Teacher Education Transfer

A.S. Degree

Liberal Arts and Sciences: Women and Gender Studies

A.S. Degree

New Media

A.S. Degree

Nursing

A.A.S. Degree

Paralegal

A.A.S. Degree, Certificate

Photography

A.S. Degree

Recreation: Exercise Studies

A.S. Degree

Recreation: Outdoor Recreation

A.S. Degree

Recreation: Recreation Leadership

A.S. Degree

Sport Management

A.S. Degree

Sustainable Farming and Food Systems

A.A.S. Degree

Wine Marketing

A.A.S. Degree, Certificate

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

DISNEY COLLEGE PROGRAM

WHAT IS IT?

A full-time paid internship at Walt Disney World in Orlando, Florida. Students can receive academic credit while building their resume working for a Fortune 100 company.

WHO IS ELIGIBLE?

The program is open to all college students. At Tompkins Cortland, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact the Global Initiatives office to discuss visa regulations.

Note: This information is intended for current students. Students attending Tompkins Cortland Community College international partner schools should contact their school's international programs office for information about the Tompkins Cortland Disney International College Program.

WHAT ARE TOMPKINS CORTLAND'S REQUIREMENTS FOR APPLICANTS?

- At least 12 college credits completed prior to applying, not including high school dual credit
- Minimum GPA of 2.0 at the time of application
- ENGL 99 completed (if needed.)
- Recommendation by a Tompkins Cortland faculty or staff member

WHAT ARE THE DATES AND HOW LONG DOES IT LAST?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from Tompkins Cortland, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

WHAT ARE THE BENEFITS OF PARTICIPATING IN THIS INTERNSHIP?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many Tompkins Cortland alumni have made careers with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

WHAT ARE THE JOBS?

More than 20 different positions are available in Operations, Lodging, Food and Beverage, Retail/Sales, Recreation, and Entertainment. Students may be placed anywhere at the Walt Disney World Resort, including Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

WHAT IS THE PAY?

Pay rates range from $9.00 to $9.43 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

WHAT ABOUT HOUSING?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $79 to $109, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

WHAT ABOUT TRANSPORTATION?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

FOR MORE INFORMATION

Visit the Disney College Program.

WHAT ABOUT ACADEMIC CREDIT?

All Tompkins Cortland Disney students have the option of enrolling in BUAD 261- Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business

Administration and other majors. *Advance planning and communication with an academic advisor and the Tompkins Cortland Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

DISNEY ON-SITE COURSES:

Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opportunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

TOMPKINS CORTLAND ONLINE COURSES:

Students who are thinking about taking a Tompkins Cortland online course in addition to BUAD 261 while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

WHAT DOES IT COST?

Students who enroll in BUAD 261 must pay tuition and fees to Tompkins Cortland. The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($79 to $109 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'M INTERESTED! WHAT SHOULD I DO NEXT?

1. Complete information is available through the **Disney College Program**.
2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.
3. Meet with the Tompkins Cortland Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

THE APPLICATION PROCESS

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the **Tompkins Cortland Disney application** to the Tompkins Cortland Disney Coordinator.
2. After the coordinator confirms your eligibility for the program, complete the **Disney Online Application**. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the **Disney College Program**.
3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.
4. If you pass the web interview, you will be invited to participate in a telephone interview.
5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.
6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.
7. Attend the Tompkins Cortland WDW pre-departure meeting to be scheduled by the Tompkins Cortland Disney coordinator and register for BUAD 261, if applicable.

TOMPKINS CORTLAND DISNEY PROGRAM COORDINATOR

Room 214

607.844.8222, Ext. 4258

maa@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues

FARM TO BISTRO

It takes hands to make food.

Hands in the dirt. Hands on the truck. Hands mashing, cutting, stirring, pouring, serving. Hands on the knives in the kitchen, hands washing, hands cleaning up.

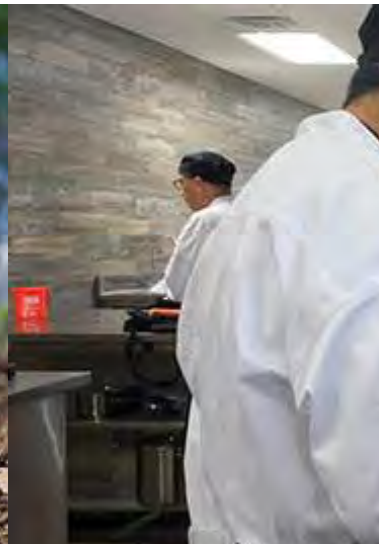
At Tompkins Cortland Community College, you'll get your hands working in the every part of the food system as part of our unique Farm to Bistro concept.

Our restaurant, our farm, our degrees

Our Ithaca restaurant, Coltivare, and our campus farm, the TC3 Farm, support four degree programs: Culinary Arts, Wine Marketing, Sustainable Farming and Food Systems, and Hotel and Restaurant Management.

You learn the entire system hands-on. Seed prep, planting, pest control, distribution, marketing, food prep, safety, pairing, serving, business management – the entire system.

You'll be employable when you graduate, and you'll have the knowledge to move you forward in the business. You'll have the connections and knowledge to start your own business.



PROGRAMS IN THE FARM TO BISTRO INITIATIVE

CULINARY ARTS

HOTEL & RESTAURANT MGMNT

SUSTAINABLE FARMING

WINE MARKETING

THE TC3 FARM

The TC3 Farm is located next to your main Dryden campus. We teach food production on a human-scaled, local level. This is *the* dynamic food lab in our region. You'll work in our hoop houses, in our barn, in our fields, on a working farm that runs free of the commercial energy grid and embraces sustainable, organic practices.

All Farm to Bistro students get farm experience, as well as experience in the restaurant. In class, you'll study agriculture, biology, environmental studies, and more.

THE COLTIVARE CULINARY CENTER

Our downtown Ithaca restaurant and culinary center is the ultimate training ground for Farm to Bistro students. The center houses a professional restaurant, Coltivare, a teaching kitchen, an event space, and a teaching amphitheater. You will get hands-on experience in a working kitchen and opportunities for real-life experience in the restaurant. You'll also learn from our chefs, our staff – in the real world.

Locally sourced from the Finger Lakes

Coltivare is not just one of Ithaca's best restaurants, it is a showcase for the incredible bounty of the Finger Lakes region. We serve locally sourced fare that lets the flavors of the region shine through. You will learn how to utilize in-season offerings to create dynamic, healthy, vibrant menus. You'll learn about local wine, brewing, and distribution, as well.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

HONORS COLLEGE

A COMMUNITY OF SCHOLARS

Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.

HONORS COLLEGE CURRICULUM

The honors curriculum is available to students enrolled in a degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

INTERDISCIPLINARY SEMINARS

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to

register for honors seminars with faculty permission. Seminars will be limited to 20 students.

INDEPENDENT STUDY

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

ADMISSION TO THE PROGRAM

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at Tompkins Cortland. Students should take the following steps to be accepted into the honors program:

- Apply to the College and enroll in one of our **degree programs**.
- Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.
- Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community of scholars.
- You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

FOR MORE INFORMATION

Professor Karen Pastorello, Honors Director
607.844.8222, Ext. 4233
kap@tompkinscortland.edu

HONORS COURSES

Honors students are required to take 9 honors credits from across 3 of 4 categories: humanities, social science, science, and math. Honors courses are listed below and include several capstone classes (listed separately).

HUMANITIES

- **ENGL101H - Academic Writing II-Honors**

- ENGL102H - Approaches to Literature-Honors
- ENGL235H - Studies in Leadership-Honors
- ENGL285H - Classic Epic in Translation-Honors

SOCIAL SCIENCE

- SOCI101H - Introduction to Sociology-Honors
- PSYC103H - Introduction to Psychology-Honors -- detailed requirements
- HSTY101H - Development of Western Trad I-Honors
- HSTY102H - Development of West Trad II-Honors
- HSTY201H - American History to 1877-Honors
- HSTY202H - American History Since 1877-Honors
- ANTH202H - Cultural Anthropology - Honors

SCIENCE

- BIOL104 - General Biology I
- BIOL105 -General Biology II
- CHEM107 - General Chemistry I
- Chem108 - General Chemistry II
- PHSC104 - General Physics I
- PHSC105 - General Physics II
- PHSC212 - Physics II (Electricity & Magnetism)
- PHSC213 - Physics III (Waves, Optics & Modern Physics)

MATH

- MATH 200 - Statistics
- MATH 201 - Calculus I

CAPSTONE COURSES

- ANTH/ENVS 295H - Global Seminar-Honors
- BIOT 295 - Biotechnology Seminar

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box

FIND US ON:

CALL US AT:

1.888.567.8211–

139 Dryden, New York 13053
Campus/extension centers locations
The State University of New York
1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues

INTERNSHIP AND EXPERIENTIAL LEARNING

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many Tompkins Cortland programs feature internship opportunities.

INTERNSHIP BY DEGREE PROGRAM AREA (B -E)

BUSINESS ADMINISTRATION

- **BUAD261: Walt Disney World College Program**

CHEMICAL DEPENDENCY COUNSELING

- **CDSC200: Chemical Dependency Field Work I**
- **CDSC220: Chemical Dependency Field Work II**

COMMUNICATION AND MEDIA ARTS

- **COMM265/Ind Study/M49C - Communication & Media Arts Internship**

COMPUTER INFORMATION SYSTEMS

- **CIS230: Computer Information Systems Internship**

COMPUTER SUPPORT SPECIALIST

- **CSS240: Computer Support Specialist Internship**

CREATIVE WRITING-PROSE, POETRY, AND DRAMA

- **ENGL271: Writing Internship**

CREATIVE WRITING-SCREENWRITING

- **ENGL271: Writing Internship**

CRIMINAL JUSTICE

- **CRJU230: Criminal Justice Internship**

EARLY CHILDHOOD

- **ECHD242: Guided Field Work - Early Childhood Education**

ENTREPRENEURSHIP

- **BUAD264: Entrepreneurial Internship**

INTERNSHIP BY DEGREE PROGRAM AREA (H -W)

HOTEL AND RESTAURANT MANAGEMENT

- **HRMG213: Hospitality Internship**
- **HRMG216: Hospitality Internship**

HUMAN SERVICES

- **HUMS230: Human Service Internship**

OFFICE MANAGEMENT AND ADMINISTRATION

- **OFFC230: Office Management & Admin Internship**

NURSING

- **NURS232: Nursing Internship**
- **NURS233: Nursing Internship**

RECREATION

- **RECR285: Recreation Field Work**

PARALEGAL

- **PARA230: Paralegal Internship**

SPORT MANAGEMENT

- **SPMT190: Event Practicum I**
- **SPMT195: Event Practicum II**

WINE MARKETING

- **WINE213: Wine Marketing Internship**

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

PHI THETA KAPPA HONOR SOCIETY

AN HONOR SOCIETY FOR TWO-YEAR COLLEGES

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

MEMBER ELIGIBILITY

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have achieved a cumulative grade point average of at least 3.5 and have completed 15 credit hours or more. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Transfer students who have completed at least one semester of coursework at Tompkins Cortland and who believe they

have met the GPA and total credit requirements by a combination of Tompkins Cortland and prior college coursework should consult with one of the PTK advisors for a review of their academic record to determine membership eligibility status.

NON-MEMBERS PARTICIPATING IN PTK ACTIVITIES

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK ACTIVITIES AND MEETINGS

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the College chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

The Tompkins Cortland chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy, and the role of competition in education and the lives of students.

The Tompkins Cortland chapter is also committed to many service projects, such as organizing road-side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and international Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK ADVISORS

PTK advisors Katrina Campbell or Hal Brown can be contacted at PTK@tompkinscortland.edu.

ONCE YOU RECEIVE YOUR INVITATION FROM TOMPKINS CORTLAND

MEMBERSHIP FEE

The membership fee is a one-time fee of $80. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through

graduation, transfer or other means.

Financial assistance may be available to help cover your membership fee. Please contact one of the advisors for more information.

FINANCIAL BENEFITS OF PHI THETA KAPPA

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, requirements for PTK-sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at the College can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarships, although any help with, participation in, and attendance at PTK events is always appreciated.

INDUCTION

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College President and Provost. Chapter officers and advisors, often joined by faculty and members of the Board of Trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

MAKING THE MOST OF YOUR MEMBERSHIP

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will provide information about international PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow PTK members from Tompkins Cortland and other colleges, and to get the most out of your academic work!

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

STUDY ABROAD

Tompkins Cortland Community College sponsors short term programs in several different countries. New programs are always in the works.

Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

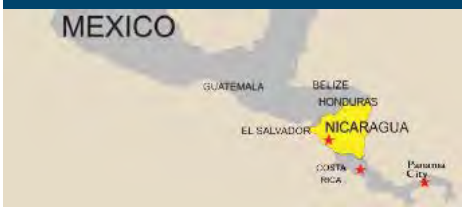
If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

FALL OPPORTUNITIES - JANUARY TRIP

CAMBODIA - ENGLISH AND ANTHROPOLOGY

IRELAND: LITERATURE AND HISTORY

NICARAGUA: ANTHROPOLOGY AND HEALTH



SPRING OPPORTUNITIES - MAY TRIP

COLOMBIA - ECOLOGY AND HISTORY

ITALY: CULTURE AND CUISINE

OPPORTUNITIES AVAILABLE THROUGH SUNY CORTLAND

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

GET STARTED

- Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program
- Meet with a Faculty Trip Leader to get course details and learn more about the process
- Make an appointment with a representative from Financial Aid, room 101 as soon as you can
- Apply for your passport (it takes several months)
- Register for the appropriate course (In November for Spring, in April for Fall)
- Begin to save your money! Apply for a Scholarship!
- Submit all pre-departure documents ON TIME and
- Attend mandatory Pre-Departure Orientations

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a

particular country where the College does not presently offer a program.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

SUSTAINABILITY LITERACY PROGRAM

Earn a special sustainability designation with any Tompkins Cortland degree.

SUSTAINABILITY

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

SUSTAINABILITY EFFORTS ON CAMPUS

Find out what faculty, staff and students are doing on campus

AN EMERGING FIELD

The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. The College's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an

interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

COURSE REQUIREMENTS

To fulfill the program requirements, students must choose one course from each of the following categories:

- Natural Sciences (3-4 credits)
  Examples: BIOL 102, BIOL 105, ENVS 101
- Social Sciences (3 credits)
  Examples: ANTH 202, any ECON, SOCI 101
- Humanities (3 credits)
  Examples: ENVS 105, any ENGL with a sustainability theme
- Capstone Course ENVS 295 Global Seminar (3 credits)
  Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the requirements and approved electives (pdf).

For more information contact Professor Kelly Wessell.
kjw@tompkinscortland.edu

Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

ONLINE LEARNING

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your Tompkins Cortland online course using any Internet connection, anytime, anywhere.

ONLINE COURSES

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

Degrees Offered Fully Online

These degree programs can be completed fully online:

- **Accounting**, A.A.S.
- **Business Administration**, A.A.S
- **Computer Information Systems**, A.A.S.

- **Computer Support Specialist**, A.A.S.
- **Criminal Justice**, A.A.S., A.S.
- **Hotel and Restaurant Management**, A.A.S.
- **Paralegal**, A.A.S.

Certificates Offered Fully Online

These certificates can be completed fully online:

- **Accounting**
- **Business Management**
- **Chemical Dependency Counseling**
- **Criminal Justice**
- **General Studies**
- **Paralegal Studies**

FLEXIBLE SCHEDULING THROUGH ONLINE OPTIONS

Degrees and certificates that can be completed 80% online

- **Accounting**, A.S.
- **Business Administration**, A.S.
- **Chemical Dependency Counseling**, A.A.S.
- **Entrepreneurship**, A.A.S.
- **International Business**, A.S.
- **Liberal Arts and Sciences: Adolescent Education**, A.S.
- **Liberal Arts and Sciences: General Studies**, A.S.
- **Liberal Arts and Sciences: Humanities**, A.A.
- **Liberal Arts and Sciences: Social Science**, A.S.

Degrees and certificates that can be completed 50% online

- **Computer Science, General or Engineering**, A.S.
- **Biology**, A.S.
- **Broadcast Journalism**, A.S.
- **Broadcast Production, Radio**, A.A.S.
- **Construction and Environmental Technology**, A.A.S.
- **Creative Writing, Screenwriting or Prose/Poetry**, A.A.

Digital Cinema, A.S.

- **Early Childhood**, A.A.S.
- **Human Services**, A.A.S., Certificate
- **Liberal Arts and Sciences: Math/Science**, A.S.
- **Liberal Arts and Sciences: Women & Gender Studies**, A.S.
- **Liberal Arts and Sciences: Education, Early Childhood or Childhood**, A.S.
- **Sport Management**, A.S.
- **Wine Marketing**, A.A.S.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

TOMPKINS CORTLAND COMMUNITY COLLEGE

Catalog 2017-18

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW

it's free online

Past Academic Catalogs

2016-2017
2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

Course Descriptions by Academic Year

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TOMPKINS CORTLAND COMMUNITY COLLEGE

Catalog 2017-18

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW

it's free online

Past Academic Catalogs

2016-2017
2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

Course Descriptions by Academic Year

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Honors College

Honors College

A Community of Scholars

Requirements

PSYC 103

Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.

Honors College Curriculum

The honors curriculum is available to students enrolled in a degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take 9 honors credits from across 3 of 4 categories: humanities, social science, science, and math. Honors courses are listed below and include several capstone classes (listed separately).

Humanities

ENGL 101H	ENGL 102H	ENGL 235H
ENGL 285H		

Social Science

SOCI 101H	PSYC 103H	HSTY 101H
HSTY 102H	HSTY 201H	HSTY 202H
ANTH 202H		

Science

BIOL 104	BIOL 105	CHEM 107
Chem 108	PHSC 104	PHSC 105
PSHC 211	PHSC 212	PHSC 213

Math

MATH 200	MATH 201

Capstone courses

ANTH/ENVS 295H	BIOT 295

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at Tompkins Cortland. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Sustainability Literacy Program

Earn a special sustainability designation with any Tompkins Cortland degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements

Requirements and approved electives (pdf)

Sustainability Efforts on Campus

Find out what faculty, staff and students are doing on campus

An Emerging Field

The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. The College's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements

To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

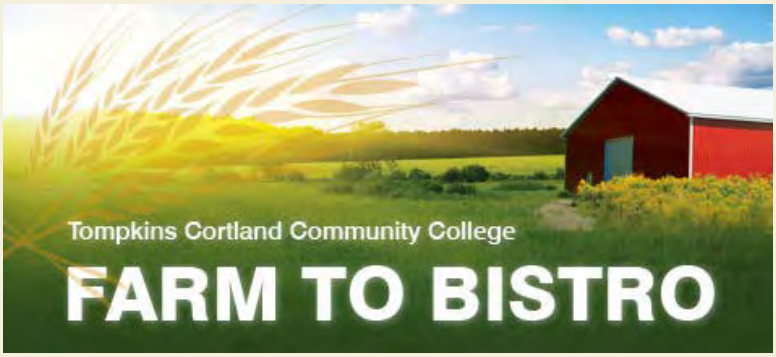
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Farm to Bistro

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

Our Stories

Ashlee Seals
A true woman of excellence
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from the College's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Disney College Program

Disney College Program

Note: This information is intended for current students. Students attending Tompkins Cortland Community College international partner schools should contact their school's international programs office for information about the Tompkins Cortland Disney International College Program.

What is it?

A full-time paid internship at Walt Disney World in Orlando, Florida. Students can receive academic credit while building their resume working for a Fortune 100 company.

Who is eligible?

The program is open to all college students. At Tompkins Cortland, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact Melinda Slawson in the Global Initiatives office to discuss visa regulations.

What are Tompkins Cortland's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a Tompkins Cortland faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from Tompkins Cortland, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or

Our Stories

Linda Pasto
Partners in possibility
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many Tompkins Cortland alumni have made careers with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

More than 20 different positions are available in Operations, Lodging, Food and Beverage, Retail/Sales, Recreation, and Entertainment. Students may be placed anywhere at the Walt Disney World Resort, including Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $9.00 to $9.43 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $79 to $109, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All Tompkins Cortland Disney students have the option of enrolling in BUAD 261- Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the Tompkins Cortland Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:

Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opportunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

Tompkins Cortland online courses:

Students who are thinking about taking a Tompkins Cortland online course in addition to BUAD 261 while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and

excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to Tompkins Cortland. The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($79 to $109 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the Tompkins Cortland Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the Tompkins Cortland Disney application to the Tompkins Cortland Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the Tompkins Cortland WDW pre-departure meeting to be scheduled by the Tompkins Cortland Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

Tompkins Cortland Disney Program Coordinator
Room 214
607.844.8222, Ext. 4258
Email Coordinator

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Study Abroad

We Offer Faculty Led Trips

Tompkins Cortland Community College sponsors short term programs in several different countries. New programs are always in the works.

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Why Study Abroad?

Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program

Meet with a Faculty Trip Leader to get course details and learn more about the process

Make an appointment with a representative from Financial Aid, room 101 as soon as you can

Apply for your passport (it takes several months)

Register for the appropriate course (In November for Spring, in April for Fall)

Begin to save your money! Apply for a Scholarship!

Submit all pre-departure documents ON TIME and

Attend mandatory Pre-Departure Orientations

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where the College does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Vector Scholars

Financial and academic support for committed students

The Vector Scholars program provides personalized support for students invested in their success, but in need of some financial and academic assistance.

Vector Scholar Info

Applying to be a Vector Scholar

Vector Scholars Peer Coaches (for continuing students only)

The program develops personal connections among participants and the Tompkins Cortland community with an intensive pre-semester program in the first fall and programming throughout enrollment. It helps dedicated students to:

- Identify a clear academic direction
- Develop academic success skills
- Navigate a path to completion

Pre-Semester Program

An essential part of the Vector experience is a week-long intensive pre-semester program in August before classes begin. All expenses will be paid (resident or commuter) while you join other new students, current students, and faculty and staff in a range of activities preparing you for a successful first semester at Tompkins Cortland.

The Benefits of Becoming a Vector Scholar

- Discover and develop your strengths to apply them for college and career success.
- Create early connections to the college community and resources.
- Benefit from developing relationships with faculty and staff, other new and current students, and an assigned financial aid counselor.
- Understand the differences in responsibility and expectations between high school and college
- Develop an academic plan and a personal roadmap to graduation and beyond.
- Have the opportunity, in many cases, to accelerate any pre-college coursework you may need.
- Receive additional funds for textbooks and other course materials and a supplement to your food budget each semester.
- Receive ongoing support through your enrollment at Tompkins Cortland.
- Have fun doing it all!

Requirements to be accepted as a Vector Scholar

You must be a full-time student 24 years of age or younger. You must meet income and academic preparedness requirements. This must be your first semester of college OR you must have previously earned 15 or fewer college credits and have been out of school for at least one

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

semester. To see the full requirements visit the Applying to be a Vector Scholar page.

No Cost to Participate

There is **no cost** for participation in the program, but spaces are limited. All materials and program expenses will be provided. Pre-semester residence hall fees will be paid for residential students; commuter students will receive transportation assistance.

For More Information

For more information visit the Applying to be a Vector Scholar page, call 607.844.8222, Ext. 4414, or email Vector@tompkinscortland.edu.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Phi Theta Kappa

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Phi Theta Kappa Honor Society

An honor society for two-year colleges

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

Member eligibility

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at the Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative grade point average of at least 3.5 and have completed 15 credit hours or more. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Transfer students who have completed at least one semester of coursework at Tompkins Cortland and who believe they have met the GPA and total credit requirements by a combination of Tompkins Cortland and prior college coursework should consult with one of the PTK advisors for a review of their academic record to determine membership eligibility status.

Non-members participating in PTK activities

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK activities and meetings

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the College chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

The Tompkins Cortland chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy and the role of competition in education and the lives of students.

The Tompkins Cortland chapter is also committed to many service projects, such as organizing road side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and international Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK advisors

PTK advisors Katrina Campbell or Hal Brown can be contacted at PTK@tompkinscortland.edu.

Once you receive your invitation from Tompkins Cortland

Membership fee

The membership fee is a one-time fee. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through graduation, transfer or other means.

You may be able to find help covering your membership fee. Please talk to one of the advisors for more information.

Financial Benefits of Phi Theta Kappa

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, requirements for PTK-sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at the College can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarship, although any help with, participation in, and attendance at PTK events is always appreciated.

Induction

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College president provost, and the dean of instruction. Chapter officers and advisors, often joined by faculty and members of the board of trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

Making the Most of your Membership

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will also provide information about international PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow PTK members from Tompkins Cortland and other colleges, and to get the most out of your academic work!

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Spring 2017

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 16 (M)
Faculty Returns — January 19 (R)
Classes Begin — January 25 (W)
Early Student Progress Reports Due — February 24 (F)
Mid-Winter Break - No Day or Evening Classes — March 2-3 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 2 (R)
Spring Break - No Day or Evening Classes — March 20-March 25 (M-A)
Spring Day - College Holiday — March 24 (F)
Prospective Student Open House — April 7 (F)
Registration Day - No Day Classes — April 12 (W)
*Final Exam Week — May 15-19 (M - F)
Classes End — May 19 (F)
Grades Due — May 22 (M)
Nursing Recognition Ceremony — May 23 (T)
Commencement — May 25 (R)

Session Specific Dates

15-week classes
January 25 – May 19
last day to add — February 7 (T)
last day to drop — February 14 (T)
last day to withdraw W — April 6 (R)
last day to withdraw WP/WF — May 9 (T)

First 5-week classes
January 25 – February 28
last day to add — January 27 (F)
last day to drop — January 31 (T)
last day to withdraw W — February 14 (T)
last day to withdraw WP/WF — February 23 (R)

Second 5-week classes
March 1 - April 14
last day to add — March 7 (T)
last day to drop — March 9 (R)
last day to withdraw W — March 30 (R)
last day to withdraw WP/WF — April 10 (M)

Third 5-week classes
April 17 – May 19
last day to add — April 19 (W)
last day to drop — April 21 (F)
last day to withdraw W — May 5 (F)
last day to withdraw WP/WF — May 12 (F)

First 7 ½-week classes
January 25 – March 17
last day to add — January 31 (T)
last day to drop — February 2 (R)
last day to withdraw W — February 23 (R)
last day to withdraw WP/WF — March 14 (T)

Second 7 ½-week classes
March 27 – May 19
last day to add — March 31 (F)
last day to drop — April 5 (W)
last day to withdraw W — April 27 (R)

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

last day to withdraw WP/WF — May 12 (F)

Late Start classes
March 1 – May 19
last day to add — March 13 (M)
last day to drop — March 16 (R)
last day to withdraw W — April 21 (F)
last day to withdraw WP/WF — May 12 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

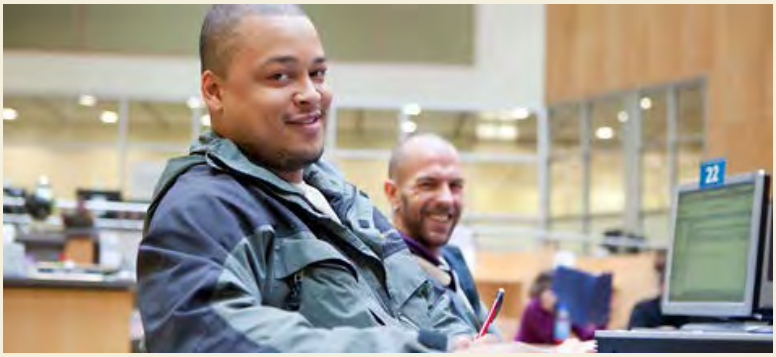
Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Online Learning

Online Learning



Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your Tompkins Cortland online course using any Internet connection, anytime, anywhere.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

Degrees Offered Fully Online

These degree programs can be completed fully online:

- Accounting, A.A.S., Certificate
- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Hotel and Restaurant Management, A.A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.S.
- Business Administration, A.S.
- Chemical Dependency Counseling, A.A.S.
- Entrepreneurship, A.A.S.

Our Stories

Dryden Mutual
Mutual benefit
Full story

Delhi
STATE UNIVERSITY of NEW YORK

SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College

You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

International Business, A.S.

Liberal Arts and Sciences: Adolescent Education, A.S.

Liberal Arts and Sciences: General Studies, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Sport Management, A.S.

Wine Marketing, A.A.S.

For more information about taking online courses, Email OnlineLearning@tompkinscortland.edu or call 607.844.8222, ext. 4399

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of the College's program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Transfer Assistance

Visit the Counseling, Career, and Transfer Services office for transfer assistance.

Graduate Profile

Graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- New Media

Alfred University

- Liberal Arts and Sciences: General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences: General Studies

Binghamton University

- Accounting
- Biology
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Humanities
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women and Gender Studies
- Nursing
- Paralegal
- Sport Management

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Buffalo State College
- Broadcast Production
- Communication and Media Arts
- Criminal Justice
- Digital Cinema
- Engineering Science
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women and Gender Studies
- Photography

Canisius College
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Math/Science

Cazenovia College
- Criminal Justice
- Liberal Arts and Sciences: General Studies

Clarkson University
- Engineering Science

College of St. Rose

Columbia University
- Liberal Arts and Sciences: Math/Science

Cornell University
- Accounting
- Biology
- Business Administration
- Chemical Dependency Counseling
- Computer Science
- Creative Writing
- Digital Cinema
- Engineering Science
- Environmental Studies
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Humanities
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women and Gender Studies
- New Media
- Paralegal
- Photography

The Culinary Institute of America
- Culinary Arts

CUNY Brooklyn College

Elmira College
- Early Childhood
- Human Services
- Nursing

Empire State College
- Accounting
- Business Administration

Chemical Dependency Counseling

Construction and Environmental Technology

Human Services

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Nursing

Paralegal

Fashion Institute of Technology

Graphic Design

Hilbert College

Criminal Justice

Paralegal

Hobart and William Smith Colleges

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Hunter College, City University of New York

Human Services

Ithaca College

Accounting

Biology

Broadcast Production

Business Administration

Chemical Dependency Counseling

Communication and Media Arts

Computer Information Systems

Computer Science

Creative Writing

Digital Cinema

Early Childhood

Environmental Studies

Graphic Design

Human Services

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Photography

Recreation: Outdoor Recreation

Recreation: Recreation Leadership

Sport Management

John Jay College of Criminal Justice

Criminal Justice

Keuka College

Computer Support Specialist

Early Childhood

Human Services

Nursing

New York University

Creative Writing

Digital Cinema

Pratt Institute

Graphic Design

Paul Smith's College

Culinary Arts

Roberts Wesleyan College

Early Childhood

Rochester Institute of Technology

Biology

Computer Information Systems

Computer Science

Construction and Environmental Technology

Engineering Science

Graphic Design

Liberal Arts and Sciences: Math/Science

New Media

Photography

St. John's University

Liberal Arts and Sciences: Social Science

St. John Fisher College

Broadcast Production

Communication and Media Arts

Sport Management

Stony Brook University

Liberal Arts and Sciences: Women and Gender Studies

SUNY College at Brockport

Business Administration

Chemical Dependency Counseling

Computer Science

Creative Writing

Criminal Justice

Human Services

International Business

Liberal Arts and Sciences: Women and Gender Studies

Paralegal

Recreation: Exercise Studies

Recreation: Recreation Leadership

Sport Management

SUNY College at Cobleskill

Biology

Liberal Arts and Sciences: General Studies

SUNY College at Canton

Human Services

Liberal Arts and Sciences: General Studies

Paralegal

SUNY College at Cortland

Broadcast Production

Business Administration

Chemical Dependency Counseling
Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women and Gender Studies
New Media
Paralegal
Photography
Recreation: Exercise Studies
Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry

Biology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences: Math/Science

SUNY College at Fredonia

Biology
Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Human Services
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
New Media

SUNY College at Geneseo

Communication and Media Arts
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women and Gender Studies

SUNY College at Oneonta

Business Administration

Communication and Media Arts

Criminal Justice

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

New Media

SUNY College at Oswego

Biology

Broadcast Production

Business Administration

Communication and Media Arts

Criminal Justice

Digital Cinema

Graphic Design

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Photography

SUNY College at Plattsburgh

Broadcast Production

Chemical Dependency Counseling

Culinary Arts

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Humanities

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Recreation: Recreation Leadership

SUNY College at Potsdam

Computer Science

SUNY College at Purchase

Broadcast Production

Creative Writing

Liberal Arts and Sciences: Women and Gender Studies

SUNY Delhi

Accounting

Business Administration

Culinary Arts

Nursing

SUNY Institute of Technology

SUNY Morrisville State College

Recreation: Exercise Studies

SUNY New Paltz

Accounting

Communication and Media Arts

Early Childhood

Graphic Design

International Business

Liberal Arts and Sciences: Women and Gender Studies

Photography

SUNY Upstate Medical University

Biology

Nursing

Syracuse University

Chemical Dependency Counseling

Digital Cinema

Graphic Design

Human Services

Liberal Arts and Sciences: General Studies

Paralegal

Sport Management

Utica College

Nursing

Paralegal

Wells College

Computer Science

Criminal Justice

Human Services

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Paralegal

Out of State Opportunities

Boston University

Digital Cinema

East Stroudsburg University

Graphic Design

Emerson College

Creative Writing

Digital Cinema

Florida State University – College of Motion Picture Arts

Digital Cinema

Full Sail University

Broadcast Production

Green Mountain College

Recreation: Outdoor Recreation

Indiana University at Indianapolis

Sport Management

Jefferson School of Health Professions

Biology

Johnson & Wales

Culinary Arts

Johns Hopkins University

Engineering Science

Lock Haven University

Recreation: Outdoor Recreation

Recreation: Recreation Leadership

Mansfield University

Liberal Arts and Sciences: General Studies

Sport Management

Ohio Wesleyan
Sport Management

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences: General Studies

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences: Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of New England
Environmental Studies

University of Texas at Austin
Digital Cinema

University of Texas San Antonio

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences: General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences: General Studies

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates

View All | Transfer (A.S.) | Transfer (A.A.) | Career (A.A.S.) | Certificate

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biology
A.S. Degree, Biotechnology Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Culinary Arts
A.A.S. Degree

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Engineering Science
A.S. Degree

Entrepreneurship
A.A.S. Degree

Environmental Studies
A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management
A.A.S. Degree

Tompkins Cortland to Add New Degree Program

Applied Science and Technology*
The new Applied Science and Technology A.A.S. degree program will give students the technical skills high-tech employers in our area need, right now.

more info

Our Stories

Kelly Wessell
The place to teach
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Human Services
A.S. Degree, A.A.S. Degree, Certificate

International Business
A.S. Degree

International Studies
A.S. Degree

Liberal Arts and Sciences: Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences: General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences: Humanities
A.A. Degree

Liberal Arts and Sciences: Math/Science
A.S. Degree

Liberal Arts and Sciences: Social Science
A.S. Degree

Liberal Arts and Sciences: Women and Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Sustainable Farming and Food Systems
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2016	Dryden	Evening
Summer	2017	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
CULI	DRAF	ECHD	ECON	EDUC
ELEC	EMT	ENGL	ENSC	ENVS
ESL	FITN	FREN	FSS	GEOG
GEOL	GERM	HLTH	HRMG	HSTY
HUMN	HUMS	IED	IRM	ITAL
MATH	METR	MUSI	NURS	OFFC
PARA	PARC	PHIL	PHSC	POSC
PSED	PSYC	RDNG	RECR	RUSN
SOCE	SOCI	SPAN	SPMT	WD
WGST	WINE			

Search

Guide to disciplines

Tompkins Cortland Community College offers many learning opportunities that incorporate current technologies. Please note that **any** course, even those primarily designed to be delivered in lecture format, may require online activity as part of the course. Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

chairperson, or the Dean of Instruction.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Academic Calendar

Academic Calendar

Tompkins Cortland offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Regulations

Transfer Credit Policy

Transfer courses are evaluated individually. Credits for all courses passed with a letter grade of C or higher at regionally accredited institutions and recorded on official transcripts will be evaluated and may be accepted for applicability to specific Tompkins Cortland degree or certificate requirements. College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the institution where the courses were taken is accredited by the Ministry of Education in that country. Grades and credits earned at another institution are not calculated into a student's grade point average at Tompkins Cortland.

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the College's website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Our Stories

Derik Rich
A place to find yourself
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Credit/Contact Hours

Following State University of New York (SUNY) regulations, Tompkins Cortland has adopted the following definitions and practices regarding credit and required contact hours.

A semester credit hour is normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

I. Lecture, seminar, quiz, discussion, recitation

A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom instruction with a normal expectation of two hours of outside study for each class session. Typically, a three-semester credit hour course meets three 50-minute sessions per week for fifteen weeks for a total of 45 sessions.

II. Activity supervised as a group (laboratory, field trip, practicum, workshop, group studio)

A semester credit hour is awarded for the equivalent of fifteen periods of such activity, where each activity period is 150 minutes or more in duration with little or no outside preparation expected. Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

III. Supervised individual activity (independent study, individual studio, tutorial)

a) One credit for independent study (defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member) will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

b) Credit for tutorial study (defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance) will be awarded on the basis of one semester hour credit for each equivalent of fifteen contact hours of regularly scheduled instructional sessions."

Credit/Contact Hour Source: SUNY Policy
Document Number: 1305
Effective Date: June 30, 1976

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising Tompkins Cortland faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the

Academic Records Office regarding degree status. A student who applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Up to three fitness credits may be applied toward unrestricted elective requirements in any degree program.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in

advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Student Services

Our mission is student success, and the Tompkins Cortland community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to Tompkins Cortland, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about the College's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

Tompkins Cortland offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at Tompkins Cortland, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, the College is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty

Meet Our Faculty

Ansbro, Marianne
Professor, Coordinator of Disney Program

Barros, Jessica
Assistant Professor, English

Bethoney, Danielle
Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena-Cook, Milagros
Professor, Nursing

Cerretani, Susan
Professor, English

Chase, Lawrence
Professor, Business

Curran, Kerry
Instructor, English

Decker, Aaron
Instructor, English

Ensign, Mary Ellen
Assistant Professor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Associate Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Professor, Mathematics

Gilewski, Amber
Associate Professor, Psychology

Gold, Darlene, Ph.D.
Professor, English

Grossman, Richard
Professor, Reading

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Jacob, James R., Ph.D.
Professor, Biology

Our Stories

Blaze Sanders
Big dreams
Full story

CAREER COACH
more than a job

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Johnson, Kimari
Associate Professor, English

LaMontain, Jasmine
Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Littell, Harry
Associate Professor, Photography

Martin, Angela
Instructor, English as a Second Language

Mathers, Anndrea
Assistant Professor, English

McCabe, Tim
Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Associate Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moore, Paula
Professor, Nursing

Moose, Barbara
Assistant Professor, Nursing

Moser, Sandra
Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pastorello, Karen, Ph.D.
Professor, History

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.
Professor, Psychology

Regula, Anna
Associate Professor, Reading

Reid, Taylor, Ph.D.
TC3 Farm Education Director

Sambolec, Eric, Ph.D.
Professor, Psychology

Sammis, Carol
Associate Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Professor, Nursing

Seager, Brandon

Assistant Professor, Wine Marketing

Seyfried, Lisa
Assistant Professor, Nursing

Shanks, Christine
Assistant Professor, Graphic Design

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Associate Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Snyder, David
Professor, Sport Management

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Associate Professor, Hotel and Restaurant Management

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Testa, Paul
Professor, Construction Technology

Troyer, John
Instructor, English

Vande Berg, Travis, Ph.D.
Professor, Sociology

Wessell, Kelly, Ph.D.
Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > General Education

General Education

SUNY General Education

All Approved Courses

CRITICAL THINKING

Graduates will:

Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.

Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

Graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

Graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

Tompkins Cortland Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

Graduates will:
Begin to understand how their lives shape and are shaped by the

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

complex world in which they live.

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Internships/Experiential Learning

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many Tompkins Cortland programs feature internship opportunities.

Internship options by degree program area

Business Administration

BUAD261: Walt Disney World College Program

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama

ENGL271: Writing Internship

Creative Writing-Screenwriting

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

>

Office Management and Administration

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 101)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Fall and Spring Semester
Monday, Closed
Tuesday, 10 a.m.–8 p.m.
Wednesday, 8:30 a.m.–5 p.m.
Thursday, 10 a.m.–8 p.m.
Friday, 8:30 a.m.–2 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Summer Hours
May 22–August 18
Monday, 12–8 p.m.
Tuesday, 9 a.m.–5 p.m.
Wednesday, 12–8 p.m.
Thursday, 9 a.m.–5 p.m.
Closed Friday, Saturday, and Sunday
1.607.272.3025

Cortland Extension Center

157 Main Street
Cortland, NY
607.756.5275

Fall and Spring Semester
Monday, Closed
Tuesday, 10 a.m.–8 p.m.
Wednesday, 8:30 a.m.–5 p.m.
Thursday, 10 a.m.–8 p.m.
Friday, 8:30 a.m.–2 p.m.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Saturday and Sunday, Closed
1.607.756.5275

Summer Hours
May 22–August 18
Monday–Thursday, 8 a.m.–5 p.m.
Closed Friday, Saturday, and Sunday
1.607.756.5275

Register Online

You can register online if you meet certain criteria and are authorized by your advisor.

- Sign in to myTC3 and select myINFO
- Select "Register," then select "Register for Courses"
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment/Prerequisites

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at Tompkins Cortland. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email or call the Enrollment Services Center

Call 607.844.6580 or Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes. The College offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. To enroll in a course once the "add" deadline has passed, students are required to obtain the Dean of Instruction's signature in addition to their advisor and instructor's signatures.

Dropping/Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at Tompkins Cortland at any time. Students at Cortland may cross-register for one course at Tompkins Cortland as well.

Grades earned in such courses will not appear on the Tompkins Cortland transcript, nor will they count toward a student's GPA at Tompkins Cortland. Students are responsible for having official transcripts sent to the College after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who

audit courses must pay regular tuition. The notation of “X” will be made on the student’s academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. You will be responsible to pay the fees. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at Tompkins Cortland if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student’s degree program at Tompkins Cortland will be approved. Contact the Academic Records Office for further information.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

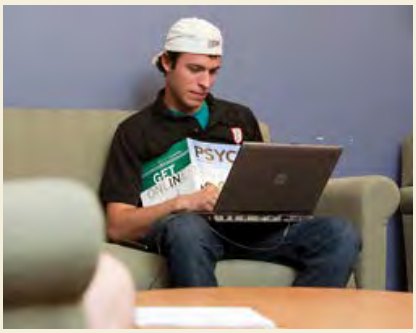
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Honors College

PSYC 103, Introduction to Psychology Honors Option



If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Our Stories

Dryden Mutual
Mutual benefit
Full story

CAREER COACH
more than a job

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Successful completion means earning a minimum grade of 85 out of 100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tompkinscortland.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 101.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Culinary Arts

Culinary Arts
(HEGIS: 5404)

A.A.S. Degree

[redacted]

The Culinary Arts program teaches aspiring hospitality and culinary students the "farm-to-table" concept driving menus in some of the finest restaurants worldwide. Utilizing products from the College's own organic farm as part of the College's innovative Farm to Bistro concept, students will be immersed in the practices of "gastronomy" as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College's downtown Ithaca culinary center Coltivare, complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer institutions include:

- Paul Smith's College
- Johnson & Wales
- SUNY College at Plattsburgh
- SUNY Delhi
- The Culinary Institute of America

For specific transfer information, contact the Program Chair.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sustainable Farming and Food Systems

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Sustainable Farming and Food Systems

(HEGIS: 5499)

A.A.S. Degree

[redacted]

The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on the College's main campus and work closely with food retailers, restaurants, as well as the College Eatery and the College's Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro concept.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Taylor Reid, Ph.D.
TC3 Farm Education Director
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Wine Marketing

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate

[redacted]

A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- Hands-on experience through the College's Farm to Bistro concept. Wine Marketing students will get real-world experience pairing wines with meals at Coltivare, the College's downtown Ithaca restaurant and culinary center – supplied with fresh produce from the College's organic farm.
- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career options

Certificate(s)

Wine Marketing, requirements, career options

Internship Opportunities
Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities
The wine marketing program prepares graduates for careers in wine

Our Stories

Farm to Bistro
Sustainable innovation
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Brandon Seager
Assistant Professor (Wine Marketing)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Hotel and Restaurant Management

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

[redacted]

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. The degree also benefits from the College's innovative Farm to Bistro concept – the College will operate an organic farm adjacent to campus and provide produce to the College's downtown Ithaca restaurant and culinary center, Coltivare. Tompkins Cortland Community College is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, short courses including proctored exam for certification in Food Safety and Alcohol service from the National Restaurant Association known as SERVSAFE, round out the completion of the degree program. Individuals who are seeking these credentials are welcome to register for these classes.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

options

Career Opportunities
The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include food service managers, lodging managers, meeting, convention and event planners, chefs and head cooks, gaming services, and customer service representatives.

Transfer Options
Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many of our Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the Tompkins Cortland Community College campus.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Cambodia - English and Anthropology

Be transformed, and experience Cambodia in the heart of Southeast Asia

Be a part of a unique collaboration among Tompkins Cortland, and the Center for Khmer Studies. Explore Angkor Wat, local villages, and outdoor markets. Learn about the Khmer Rouge and its lasting effects on Cambodian society. Taste traditional foods, interact with Cambodian people, view the beautiful countryside, and be transformed.

Date: Late December 2017 - January 2018 (approximately 2 weeks)

Travel Fee: Approximately $2,900

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Travel Fee Includes

- Transportation to/from airport and in country
- Round-trip airfare
- Transportation in Cambodia
- Lodging
- Some meals
- Entrance/admission to attractions
- Mandatory travel health insurance

Not included in the trip fee: Passport fees, vaccination costs, some meals, personal spending money, tuition (included in your fall course load), and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $300 minimum for personal spending and other meals.

Funding Your Study Abroad Program

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the

Our Stories

Ashlee Seals
A true woman of excellence
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

Register in Spring | Fall semester courses | Travel in January

Courses Offered

English 149, Transformative Travel Writing, 3 credits
ANTH 260, Fieldwork in Anthropology, 3 credits

Instructors

Angela Martin | Instructor of ESL and Foreign Languages Angela teaches Fieldwork in Anthropology (ANTH 260). She has traveled throughout Europe and Central America but is looking forward to her first trip to Cambodia. Contact Angela by calling 607.844.8222, Ext. 4404, or by email.

John Troyer |Instructor of English
John teaches the Transformative Travel Writing Course (ENGL 149) and traveled with Tompkins Cortland Community College students to Cambodia in January 2017. Contact John by calling 607.844.8222, Ext. 4249 or by email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Ireland: Literature & History

Experience Irish History and Capture the Enchantment of Ireland through Beautiful Photographs

Earn six college credits while experiencing the scenic landscape and rich heritage of Ireland. Irish culture has retained much of its tribal past in its contemporary culture, in the soaring strains and mournful undertones of its music, and in the warm, communal, and genuine hospitality of its people.

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Go off the beaten path with experienced professors

Tour authentic medieval castles and monasteries

Visit two World-Heritage sites: The passage tomb of Newgrange (older than the Pyramids of Giza, Egypt) and the majestic Cliffs of Moher.

Walk the battlefields that changed Irish history and the cobblestone streets and markets of Dublin and Galway

See world-class museums and heritage centers

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Register in Spring | Fall semester courses | Travel in January

Travel Fee: Approximately $2,200

Travel Fee Includes

- Two weeks in modern youth hostels and inns (share rooms with other participants)
- Round-trip airfare
- Transportation to/from the airport
- In-country breakfasts
- Entrance/admission to all attractions
- Mandatory travel health insurance

Not included in the trip fee: Passport fees, any vaccination costs, daily lunches and dinners, tuition, and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 minimum for personal spending and other meals.

Funding Your Study Abroad Program

Information on scholarships and other possible funding sources for Tompkins Cortland students is available in the Office of Global Initiatives, room 230.

Receive 6 credits for this trip

Art 111, Photography I, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Keith Millman | Professor of New Media
Keith teaches in the arts programs and has previously traveled with students to Ireland.
Contact Keith at 607.844.8222, Ext. 4206, or by Email.

John Sheehan
John teaches the History of Ireland course, as well as

other Liberal Arts courses at Tompkins Cortland. He has traveled with Tompkins Cortland students to Ireland for the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Study Abroad > Nicaragua

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Looking for Adventure?
Come with us to Nicaragua this winter!

Join our team for a 15-day immersion in Nicaraguan life and culture with a focus on health care.

Date: travel for 16 days around January 1-16, 2018

Cost: Approximately $2,900

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Travel Fee Includes:

- roundtrip airfare from Syracuse, New York to Managua, Nicaragua
- 15 nights of accommodations
- All meals and non-alcoholic beverages
- Transportation from Managua to Puerto Cabezas, and all other in-country transport

Our Stories

Ben Currens
More than you might expect
Full story

CAREER COACH
more than a job

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

- Translation services
- Cultural activities
- Workshop and activity supplies
- Insurance (mandatory)

Not included in the travel fee: passport fees, vaccination costs, any applicable baggage fees imposed by the airlines, personal spending money (estimated $300) or tuition for associated courses.

Scholarships: Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact Instructors or the Study Abroad Coordinator (Global Office, room 230) for more information about scholarship opportunities.

Activities

Join our team for a 15-day immersion in Nicaraguan life and culture, with a focus on health care. You will engage in a full spectrum of activities as both student and educator as you participate in service learning and exchange with our Nicaraguan partners. Activities may include health clinics in remote indigenous communities, teaching projects at local health care facilities, cultural activities, and much more.

Our goal for this service-learning course is to provide you with a deeper understanding of the reality of healthcare in a resource constrained setting. This includes development of an understanding of the cultural, environmental, and social realities faced by Nicaraguans on a daily basis.

The Atlantic coast of Nicaragua provides a unique and diverse setting for our group. For more than 20 years, Tompkins Cortland has been travelling to Puerto Cabezas, the capital city of RAAN. Our history of service and learning in the community makes this experience unique and deeply rewarding for both our group and our Nicaraguan collaborators.

Register in Spring | Fall semester courses | Travel in January

Courses Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore, RN, CNM, MSN
In 2018, Paula Moore will lead this trip for the tenth year! Paula teaches the international health on-site as well as many other nursing courses at Tompkins Cortland. She has been traveling and teaching the Nicaragua service learning trip to Tompkins Cortland students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by email.

Paul Treadwell
Paul Treadwell will be leading the group for the third time. With seven years experience leading trips to Nicaragua, Paul has developed a deep understanding of the history and culture of Nicaragua. His focus is on providing rich and meaningful learning experiences for trip participants. He also works at Cornell University where he is engaged in the development of online learning courses for adult learners. Contact Paul by email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Study Abroad > Spain

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Spain: Art and History in Modern Spain

Experience the vibrant culture of Madrid and Barcelona

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Our travel experience will focus on world-class museums and urban historical development of the two cities.

Travel Dates: January 3-13, 2018. Ten days of travel with eight full days in Spain with focus on Madrid and Barcelona.

Cost: Approximately $2,200

Program Cost Includes

- Bus transportation from Tompkins Cortland to New York-area airport and round-trip airfare from New York to Barcelona
- Train from Madrid to Barcelona
- Museum entry fees
- One meal per day
- Lodging in furnished apartments
- Mandatory health and emergency insurance

Not included in the travel fee: additional meals and souvenirs and some in-country transportation are the responsibility of the student. Budget an additional $400 at minimum for food, incidental expenses and some transportation.

Funding Your Study Abroad Program

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact Instructors or the Study Abroad Coordinator (Global Office, room 230) for more information about scholarship opportunities.

Experience Spain in a Whole New Way

- Explore Barcelona's imaginative architecture
- Walk Spain's capital, Madrid, and visit major museums and historical sites
- Sample traditional Spanish cuisine
- Shop the famous Las Ramblas district of Barcelona

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Actively participate in modern Spanish culture

Course Offered

ART 102, 3 credits
History and Appreciation of Art II (SUNY General Education #8)

HSTY 262, 3 credits
Topics in Modern Spain (SUNY General Education #5)

Register in Spring | Fall semester courses | Travel in January

For More Information, Contact the Trip Leaders

Randi Millman-Brown, M.A., Adjunct Instructor of Art
Randi Millman-Brown has a B.A. in Art Studio & Photography and an M.A. in Art History. She has been teaching Art History and the History of Photography courses at Tompkins Cortland for the past 10 years. She is an art and architectural historian, photographer and travel writer. Contact Randi by email.

David Flaten, Ph.D., Professor of History and Political Science
Dave is interested in the dynamic history of modern Spain, working to integrate student understanding of the human, and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Study Abroad > Colombia

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Colombia - Ecology and History

[redacted]

See the Amazon and the Andes.

Date: Late May - early June, 2017

Cost: Approximately $3500

Open to all Tompkins Cortland students. Limited space available. Registration is by permission only.

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Program Cost Includes

- 14 nights in local hostels/hotels
- Round trip airfare
- All local transportation and guide fees
- 14 meals (one meal a day)
- HTH International Insurance (mandatory)

Does Not Include

Passport and Visa Fees

Vaccination costs

Any applicable baggage handling fees imposed by the airlines

Any entrance or exits taxes into/out of the destination country

Additional meals

Personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

Activities

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

This course explores the diversity of Colombian landscapes and cultures. We will begin in the city of Cali, one of the major economic and industrial centers of the country. From there, we will explore the cloud forests of the Central Andes by horseback, canoe the flooded forests of the Amazon, and snorkel or scuba dive among the Caribbean reefs. Throughout the trip, we will focus on the intersection of environment and culture in order to enrich our understanding of this diverse country.

[redacted]

Funding Your Study Abroad Program

Information on scholarships and other possible funding sources for students is available in the Office of Global Initiatives, room 230.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an aquatic ecologist who has co-led this trip since its inception four years ago. He is a dedicated teacher and an enthusiastic advocate for tropical ecosystem conservation. Contact Kelly by calling 607.844.8222, Ext. 4235 or by Email.

Dr. David Flaten
is interested in the dynamic history of modern Colombia, working to integrate student understanding of the human and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Italy: Culture & Cuisine

[redacted]

Date:Late May - early June, 2017
Cost: Approximately $5100

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Health insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the Office of Global Initiatives, room 230.

Activities

Arrive in Rome for orientation and sightseeing. Travel north through the countryside to Tuscany, then on to Florence, all while exploring

Our Stories

Rosanna Perez
Opening her mind
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

the culture, art, artifacts, and architecture of Italy. Experience hands-on cooking and wine classes taught by world-class Italian chefs
and instructors from the Apicius International School of Hospitality. Stroll the local farm markets, and learn how the “Mediterranean diet” has sustained the people of Italy and become an international phenomenon.

Course Offered

HRMG 220, **3 credits**
International Culture and Cuisine

ANTH 261, **3 credits**
Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management Program at Tompkins Cortland. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 122, at 607.844.8222, Ext. 4281 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

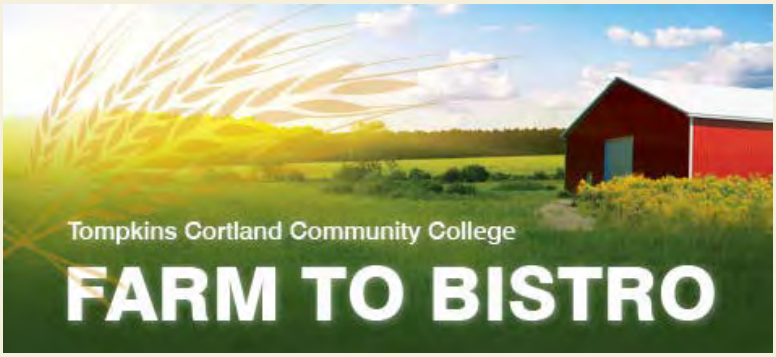
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Farm to Bistro

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

Our Stories

James Jacob
Family DNA Portraits
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from the College's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Fall 2016

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 17 (W)
New students move into Residence Halls — August 21
Continuing students move into Residence Halls — August 23
Classes Begin — August 24 (W)
Labor Day - College Holiday — September 5 (M)
Early Student Progress Reports Due — September 23 (F)
Fall Break - No Day or Evening Classes — October 7-11 (F-T)
Fall Day (All College Retreat) — October 11 (T)
Prospective Student Open House — November 4 (F)
Registration Day - No Day Classes — November 10 (R)
Thanksgiving- No Day or Evening Classes — November 23-26 (W-A)
Graduate Recognition Ceremony — December 9 (F)
*Final Exam Week — December 12-16 (M-F)
Classes End — December 16 (F)
Grades Due — December 19 (M)

Session Specific Dates

15-week classes
August 24 – December 16
last day to add — September 7 (W)
last day to drop — September 14 (W)
last day to withdraw W — October 28 (F)
last day to withdraw WP/WF — December 5 (M)

First 5-week classes
August 24 – September 28
last day to add — August 26 (F)
last day to drop — August 30 (T)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes
September 29 – November 7
last day to add — October 3 (M)
last day to drop — October 5 (W)
last day to withdraw W — October 24 (M)
last day to withdraw WP/WF — November 2 (W)

Third 5-week classes
November 8 – December 16
last day to add — November 11 (F)
last day to drop — November 15 (T)
last day to withdraw W — December 2 (F)
last day to withdraw WP/WF — December 9 (F)

First 7 ½-week classes
August 24 – October 18
last day to add — August 30 (T)
last day to drop — September 1 (R)
last day to withdraw W — September 23 (F)
last day to withdraw WP/WF — October 12 (W)

Second 7 ½-week classes
October 19 – December 16
last day to add — October 25 (T)
last day to drop — October 28 (F)
last day to withdraw W — November 21 (M)

Our Stories

Blaze Sanders
Big dreams
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

last day to withdraw WP/WF — December 9 (F)

Late Start classes
September 30 – December 16
last day to add — October 12 (W)
last day to drop — October 18 (T)
last day to withdraw W — November 15 (T)
last day to withdraw WP/WF — December 9 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Winter 2017

General Dates

Classes Begin — December 20 (T)
Campus Holiday Break begins — December 23 (F)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Campus Holiday Break ends — January 2 (M)
Martin Luther King Day - College Holiday — January 16 (M)
Classes End — January 23 (M)
Final Grades due — January 24 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

December 20 (T) - January 23 (M)
Last day to add — December 21 (W)
Last day to drop — December 22 (R)
Last day to withdraw "W" — January 9 (M)
Last day to withdraw "WP/WF" — January 18 (W)

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Academic Calendar > Summer 2017

Summer 2017

General Dates

Memorial Day - College Holiday — May 29 (M)
Classes Begin — May 31 (W)
College Holiday - Independence Day — July 3-4 (M-T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session

May 31 (W) - June 30 (F)
Last day to add — June 2 (F)
Last day to drop — June 6 (T)
Last day to withdraw "W" — June 19 (M)
Last day to withdraw "WP/WF" — June 28 (W)

Second Five Week Day Session

July 5 (W) – August 4 (F)
Last day to add — July 7 (F)
Last day to drop — July 11 (T)
Last day to withdraw "W" — July 24 (M)
Last day to withdraw "WP/WF" — August 2 (W)

Eight Week Session

May 31 (W) – July 25 (T)
Last day to add — June 6 (T)
Last day to drop — June 9 (F)
Last day to withdraw "W" — June 30 (F)
Last day to withdraw "WP/WF" — July 19 (W)

Ten Week Session

May 31 (W) – August 4 (F)
Last day to add — June 7 (W)
Last day to drop — June 12 (M)
Last day to withdraw "W" — July 11 (T)
Last day to withdraw "WP/WF" — July 28 (F)

Our Stories

Esther Williams
The thriving artist
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Fall 2017

General Dates

Faculty Returns — August 16 (W)
Classes Begin — August 23 (W)
Labor Day - College Holiday — September 4 (M)
Early Student Progress Reports Due — September 22 (F)
Fall Break - No Day or Evening Classes — October 6-10 (F-T)
Fall Day (All College Retreat) — October 10 (T)
Prospective Student Open House — November 3 (F)
Registration Day - No Day Classes — November 9 (R)
Thanksgiving- No Day or Evening Classes — November 22-25 (W-A)
Graduate Recognition Ceremony — December 8 (F)
*Final Exam Week — December 11-15 (M-F)
Classes End — December 15 (F)
Grades Due — December 18 (M)

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes

August 23 – December 15
last day to add — September 6 (W)
last day to drop — September 13 (W)
last day to withdraw W — October 27 (F)
last day to withdraw WP/WF — December 4 (M)

First 5-week classes

August 23 – September 27
last day to add — August 25 (F)
last day to drop — August 29 (T)
last day to withdraw W — September 13 (W)
last day to withdraw WP/WF — September 22 (F)

Second 5-week classes

September 28 – November 6
last day to add — October 2 (M)
last day to drop — October 4 (W)
last day to withdraw W — October 23 (M)
last day to withdraw WP/WF — November 1 (W)

Third 5-week classes

November 7 – December 15
last day to add — November 10 (F)
last day to drop — November 14 (T)
last day to withdraw W — December 1 (F)
last day to withdraw WP/WF — December 8 (F)

First 7 ½-week classes

August 23 – October 17
last day to add — August 29 (T)
last day to drop — August 31 (R)
last day to withdraw W — September 22 (F)
last day to withdraw WP/WF — October 11 (W)

Second 7 ½-week classes

October 18 – December 15
last day to add — October 24 (T)
last day to drop — October 27 (F)
last day to withdraw W — November 20 (M)
last day to withdraw WP/WF — December 8 (F)

Late Start classes

Our Stories

Health Services
A healthy campus
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

September 29 – December 15
last day to add — October 11 (W)
last day to drop — October 17 (T)
last day to withdraw W — November 14 (T)
last day to withdraw WP/WF — December 8 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Winter 2018

General Dates

Classes Begin — December 19 (T)
Campus Holiday Break begins — December 25 (M)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Campus Holiday Break ends — January 2 (T)
Martin Luther King Day - College Holiday — January 15 (M)
Classes End — January 22 (M)
Final Grades due — January 23 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

December 19 (T) - January 22 (M)
Last day to add — December 21 (R)
Last day to drop — December 22 (F)
Last day to withdraw "W" — January 8 (M)
Last day to withdraw "WP/WF" — January 17 (W)

Our Stories

Blaze Sanders
Big dreams
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Spring 2018

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 15 (M)
Faculty Returns — January 18 (R)
Classes Begin — January 24 (W)
Early Student Progress Reports Due — February 23 (F)
Mid-Winter Break - No Day or Evening Classes — March 1-2 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 1 (R)
Spring Break - No Day or Evening Classes — March 19-March 24 (M-A)
Spring Day - College Holiday — March 23 (F)
Prospective Student Open House — April 6 (F)
Registration Day - No Day Classes — April 11 (W)
*Final Exam Week — May 14-18 (M - F)
Classes End — May 18 (F)
Grades Due — May 21 (M)
Nursing Recognition Ceremony — May 22 (T)
Commencement — May 24 (R)

Session Specific Dates

15-week classes

January 24 – May 18
last day to add — February 6 (T)
last day to drop — February 13 (T)
last day to withdraw W — April 5 (R)
last day to withdraw WP/WF — May 8 (T)

First 5-week classes

January 24 – February 27
last day to add — January 26 (F)
last day to drop — January 30 (T)
last day to withdraw W — February 13 (T)
last day to withdraw WP/WF — February 22 (R)

Second 5-week classes

February 28 - April 13
last day to add — March 6 (T)
last day to drop — March 8 (R)
last day to withdraw W — March 29 (R)
last day to withdraw WP/WF — April 9 (M)

Third 5-week classes

April 16 – May 18
last day to add — April 18 (W)
last day to drop — April 20 (F)
last day to withdraw W — May 4 (F)
last day to withdraw WP/WF — May 11 (F)

First 7 ½-week classes

January 24 – March 16
last day to add — January 30 (T)
last day to drop — February 1 (R)
last day to withdraw W — February 22 (R)
last day to withdraw WP/WF — March 13 (T)

Second 7 ½-week classes

March 26 – May 18
last day to add — March 30 (F)
last day to drop — April 4 (W)
last day to withdraw W — April 26 (R)

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

last day to withdraw WP/WF — May 11 (F)

Late Start classes
February 28 – May 18
last day to add — March 12 (M)
last day to drop — March 15 (R)
last day to withdraw W — April 20 (F)
last day to withdraw WP/WF — May 11 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Summer 2018

General Dates

Memorial Day - College Holiday — May 28 (M)
Classes Begin — May 30 (W)
No Classes in Session — July 2-3 (M-T)
College Holiday - Independence Day — July 4 (W)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session

May 30 (W) - June 29 (F)
Last day to add — June 1 (F)
Last day to drop — June 5 (T)
Last day to withdraw "W" — June 18 (M)
Last day to withdraw "WP/WF" — June 27 (W)

Second Five Week Day Session

July 5 (R) – August 3 (F)
Last day to add — July 9 (M)
Last day to drop — July 11 (W)
Last day to withdraw "W" — July 24 (T)
Last day to withdraw "WP/WF" — August 1 (W)

Eight Week Session

May 30 (W) – July 24 (T)
Last day to add — June 5 (T)
Last day to drop — June 8 (F)
Last day to withdraw "W" — June 29 (F)
Last day to withdraw "WP/WF" — July 18 (W)

Ten Week Session

May 30 (W) – August 3 (F)
Last day to add — June 6 (W)
Last day to drop — June 11 (M)
Last day to withdraw "W" — July 10 (T)
Last day to withdraw "WP/WF" — July 27 (F)

Our Stories

Sam Trotman
Going 'everywhere'
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Course Search > Final Exam Schedule

Spring 2017 Final Exam Schedule

May 13 - 19 (Saturday - Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule Changes - made after 3/22/17 (last edited 4/24/17)
List - Changes Only

Schedule (Posted 3/22/2017)
List By Courses: PDF
List By Instructor: PDF

Finals Week Weather Policy:

In the event a day of classes is cancelled during Final Exam week, the day will be made up on the Friday of Final Exam week. If multiple days are missed during Final Exam week, the second day missed will be made up on the Monday of the following week and so forth.

In the event that we have a delay on any day during Final Exam week, the time blocks affected will be made up on the Friday of the Final Exam week. If multiple days have a delay during Final Exam week, the second day's time block(s) will be made up on the Monday of the following week and so forth.

Exams to be made up will be held at the same scheduled time and at the same scheduled location.

For more information, contact the
Academic Records Office
607.844.8222, Ext. 4339

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Study Abroad

We Offer Faculty Led Trips

Tompkins Cortland Community College sponsors short term programs in several different countries. New programs are always in the works.

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Why Study Abroad?

Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program

Meet with a Faculty Trip Leader to get course details and learn more about the process

Make an appointment with a representative from Financial Aid, room 101 as soon as you can

Apply for your passport (it takes several months)

Register for the appropriate course (In November for Spring, in April for Fall)

Begin to save your money! Apply for a Scholarship!

Submit all pre-departure documents ON TIME and

Attend mandatory Pre-Departure Orientations

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where the College does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

The Open SUNY Readiness Guide

See how an online course works. Check your computer skills. Prepare for success in online courses.

Are you Ready?

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Benefits

The benefits of online learning go beyond mere convenience.
You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by the College to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At Tompkins Cortland, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. Tompkins Cortland is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Taking an Online Course

You should have received a letter from the College with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myTC3 PASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select "Web Courses" link.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

Blackboard is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

The student computer recommendation lists what will meet or exceed the hardware requirements.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Accounting, requirements, career options

Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Visit Career Coach to explore career options related to:

- Accounting, A.S. degree
- Accounting, A.A.S. degree
- Accounting, Certificate

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Cornell University
- Ithaca College
- Binghamton University
- University at Albany
- Baruch College
- Fordham University
- University at Buffalo
- SUNY Polytechnic Institute

Our Stories

Jasmine Fields
An international education
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

SUNY Oswego

SUNY New Paltz

SUNY Delhi

Empire State College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Gary Ford
Professor (Accounting)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Business Administration

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, certificates in Business Management and Executive Office Assistant are offered for those intending to pursue or advance their employment opportunities in a business-related occupation.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Business Management, requirements, career options
Executive Office Assistant, requirements, career options

Online Degree and Certificate
All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the the College's enrollment services center for specific information.

Career Opportunities
Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY Delhi
- Empire State College
- SUNY College at Fredonia

Our Stories

Hannah Wildenstein
Tompkins Cortland was a stepping stone for Hannah
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Ithaca College

SUNY College at Oswego

SUNY College at Oneonta

SUNY College at Brockport

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs
Larry Chase (A.A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.S. Degree)
Professor (Business)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Computer Information Systems

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Polytechnic Institute
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

zimride by enterprise
SAVE money SHARE a ride

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Computer Support Specialist

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree
As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options
While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology. Recent graduates have continued their education at:

Keuka College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

The State University of **New York**

Degrees & Certificates > Criminal Justice

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Criminal Justice, requirements, career options

Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Campus Police.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
Email

Our Stories

Randol Contreras
From the streets of the South Bronx to academia, Randol Contreras found his path at Tompkins Cortland.
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Paralegal

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Paralegal

(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Paralegal Studies, requirements, career options

Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College

Our Stories

Kelly Wessell
The place to teach
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Syracuse University

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Robert Sarachan
Professor (Paralegal)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Chemical Dependency Counseling

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at Tompkins Cortland Community College. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Chemical Dependency Counseling, requirements, career options

Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

Our Stories

Crystal Sanchez
A career, not just a job
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Binghamton University

SUNY College at Brockport

Cornell University

SUNY College at Cortland

Empire State College

Ithaca College

University of Phoenix

SUNY College at Plattsburgh

Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: General Studies

(HEGIS: 5649)

A.S. Degree, Certificate
This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

Program Requirements
(for those matriculating in 2017-2018)

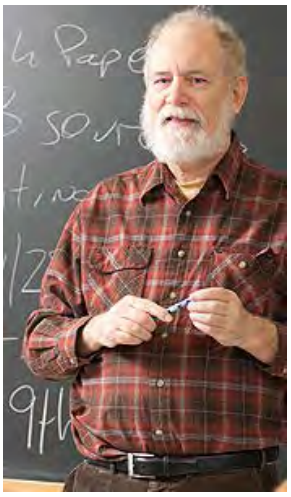
Degree(s)
A.S., requirements, career options

Certificate(s)
General Studies, requirements, career options

Transfer Options
Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah
- Wells College
- Western Kentucky University

Our Stories



English 98
Accelerated Development
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Entrepreneurship

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor (Economics/Business)
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates > International Business

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

International Business

(HEGIS: 5001)

A.S. Degree
As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options
The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kevin Haverlock
Professor (Business)
Email

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

Tompkins Cortland Community College offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S.
Area
Adolescent Education (Teacher Education Transfer), requirements, career options
Childhood Education (Teacher Education Transfer), requirements, career options
Early Childhood Education (Teacher Education Transfer), requirements, career options

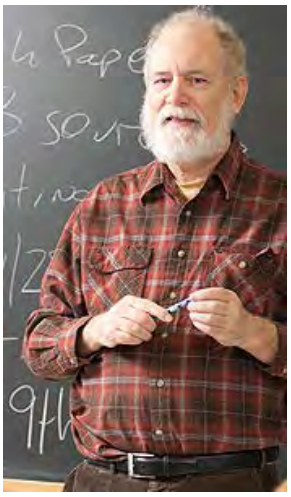
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in

Our Stories



English 98
Accelerated Development
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

childhood or early childhood education or in adolescence education:

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Associate Professor (Early Childhood Education)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Liberal Arts and Sciences: Humanities

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

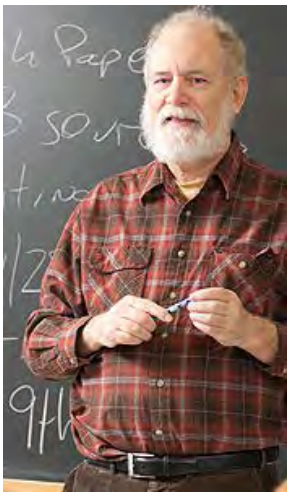
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Cerretani
Professor (English)
Email

Our Stories



English 98
Accelerated Development
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Social Science

(HEGIS: 5649)

A.S. Degree
The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options
Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair
Amber Gilewski

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Associate Professor (Psychology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Computer Science

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Computer Science

(HEGIS: 5101)

A.S. Degree
The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.S.

Sequence

General, requirements, career options

Engineering, requirements, career options

Career Opportunities
Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options
Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates >

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

An error occurred on the server when processing the URL. Please contact the system administrator.
If you are the system administrator please click here to find out more about this error.

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Communication and Media Arts

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree

The communication and media arts program is a transfer program that focuses on broadcast journalism. At Tompkins Cortland Community College you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.S.

Emphasis
Broadcast Journalism, requirements, career options

Career Opportunities

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Broadcast Production

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At Tompkins Cortland Community College, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.A.S.

Concentration

Radio, requirements, career options

Television, requirements, career options

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Construction and Environmental Technology, requirements, career options

Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Derik Rich
A place to find yourself
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Creative Writing

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish the College's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.

Concentration

Prose, Poetry, and Drama, requirements, career options

Screenwriting, requirements, career options

Certificate(s)

Creative Writing: Prose and Poetry, requirements, career options

Creative Writing: Screenwriting, requirements, career options

Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

Tompkins Cortland Community College's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a recent grad sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recent graduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

New York University

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs
Darlene Gold, Ph.D.
Professor (English)
Email

Kimari Johnson
Assistant Professor (English)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Digital Cinema

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Digital Cinema

(HEGIS: 5606)

A.S. Degree

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options

Career Opportunities

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University
- Temple University

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.A.S., requirements, career options

Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis
Associate Professor (Early Childhood Education)
Email

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

CAREER COACH
more than a job

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates >

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

An error occurred on the server when processing the URL. Please contact the system administrator.
If you are the system administrator please click here to find out more about this error.

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Math/Science

(HEGIS: 5649)

A.S. Degree
The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

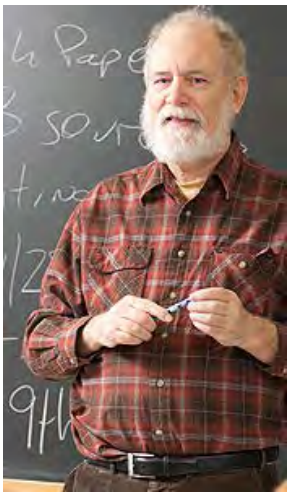
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Nancy Putnam
Professor (Mathematics)
Email

Our Stories



English 98
Accelerated Development
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Liberal Arts and Sciences: Women and Gender Studies

Liberal Arts and Sciences: Women and Gender Studies

(HEGIS: 5649)

A.S. Degree
Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options
Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

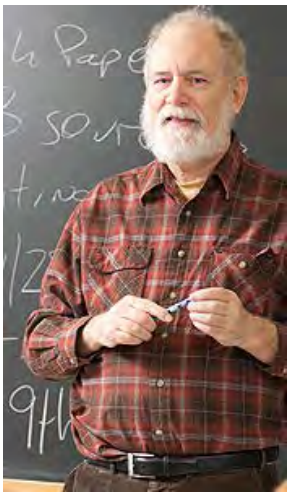
Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Karen Pastorello, Ph.D.

Our Stories



English 98
Accelerated Development
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Professor (History)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sport Management

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

Tompkins Cortland Community College's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Polytechnic Institute
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
Email

Our Stories

Janita Moricette
From Tompkins Cortland to Tompkins Cortland
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS

Get Started in High School

Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Biology

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Biology

(HEGIS: 5604)

A.S. Degree, Biotechnology Certificate
The Biology Program is designed to prepare students for seamless transfer into a four-year SUNY institution as a Biology or Biotechnology major. The curriculum provides academic tracks for Bachelor degrees in biochemistry, cell-molecular biology, microbiology, organismal biology, physiology, nutrition, and the Health Sciences. The program provides students the opportunity for entrepreneurship in science and technology so they appreciate their intellectual property rights and value to the industry. The Biology A.S. degree and Biotechnology Certificate provides students authentic lab skills required for transfer into a four-year research program and marketable soft skills for career advancement.

Certificate
Reverse transfers, can prepare for graduate (Masters and PhD) and advanced health professional (PA and Pharmacy) school admissions by augmenting their principle Bachelors' degree with science-majors level courses and hands-on lab research experience in the life sciences. There are 24 credits from the core Biology Program curriculum that can be applied towards a Biotechnology Certificate for students preparing for GRE, MCAT or PCAT exams.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements

Certificate(s)
Biotechnology, requirements, career options

Career Opportunities
The market for biotechnology and medical technicians has expanded. Biotechnology (genetics, biochemistry and microbiology) is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in response to rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as Laboratory Associates or Technicians in research, quality control, and production in areas related to medicine, diagnostics, and manufacturing.

Transfer Options
Graduates may continue their education via seamless transfer to a four-year SUNY college or university. Students have successfully transferred to:

Cornell University

SUNY College at Cobleskill

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

SUNY Upstate Medical University

Ithaca College

SUNY College at Fredonia

Rochester Institute of Technology

Rensselaer Polytechnic Institute

SUNY College at Oswego

Binghamton University

SUNY College of Environmental Science and Forestry

Jefferson School of Health Professions

University at Buffalo

For specific transfer information, contact the Program Chair.

Program Chair
James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Engineering Science

Engineering Science
(HEGIS: 5609)

A.S. Degree
Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at Tompkins Cortland Community College you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options
The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Polytechnic Institute
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair
Paul Testa
Professor (Engineering Science)
Email

Our Stories

Blaze Sanders
Big dreams
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Environmental Studies

Environmental Studies

(HEGIS: 5499)

A.S. Degree
Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Field Work
Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the Tompkins Cortland Community College campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities
A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options
The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kelly Wessell, Ph.D.

Our Stories

Kelly Wessell
The place to teach
Full story

CollegeNow
College credits for high school students
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Professor (Biology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Graphic Design

Graphic Design
(HEGIS: 5499)

A.S. Degree
Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options
Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Julianna Johnson
A life-changing education
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Christine Shanks
Assistant Professor (Graphic Design)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Human Services

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Human Services

(HEGIS: 5501)

A.S. Degree, A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career options
A.S., requirements, career options

Certificate(s)

Human Services, requirements, career options

Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Recent transfer institutions include:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- SUNY College at Fredonia
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

International Studies

(HEGIS: 2210)

A.S. Degree
Explore your role in the world's interconnected cultures and nations. The College's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

Study Abroad for First-person Learning
All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Transfer Options
Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. Tompkins Cortland Community College students also frequently transfer to schools such as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tina Stavenhagen-Helgren
Professor (Anthropology)
Email

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > New Media

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

New Media

(HEGIS: 5012)

A.S. Degree
The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-ROM, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Career Opportunities
As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options
The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
Email

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Nursing

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Nursing

(HEGIS: 5012)

A.A.S. Degree

Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

The College's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Scholarships are available for students in the Nursing program. The nursing program's course completion rate is 80%, with a NCLEX/certification exam pass rate of 94%. The job placement rate is 100%.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)

A.A.S., requirements, career options

Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi
- Keuka College
- Utica College
- SUNY Upstate Medical University
- Le Moyne College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images. Student work is on display at the Photography department site.

You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, you will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. You will also gain a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

In addition to technology-based skills, you will approach photography as a fine arts activity and acquire a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options

Career Opportunities

You will be prepared for the increasingly electronic environment that commercial creative work requires. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging. Thus, it is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

New media content production - multimedia - moving image and animation - web content production - media artist.

Transfer Options

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

University at Albany

Buffalo State College

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Cornell University

SUNY College at Cortland

Ithaca College

SUNY New Paltz

SUNY College at Oswego

Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Harry Littell
Associate Professor (Photography)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Exercise Studies

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options

Agencies offering Certification in Fitness/Personal Training

American College of Sports Medicine

National Academy of Sports Medicine

American Council on Exercise

National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potential graduate transfer options include

SUNY College at Brockport

SUNY College at Cortland

CUNY Brooklyn College

Ithaca College

Lock Haven University

SUNY Morrisville State College

Program Chair

Patrick Mercer
Associate Professor (Recreation)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Outdoor Recreation

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree

Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements

(for those matriculating in 2017-2018)

Degree(s)

A.S., requirements, career options

Field Experience

Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options

Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Associate Professor (Recreation)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Recreation Leadership

Recreation: Recreation Leadership
(HEGIS: 5506)

A.S. Degree
Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements
(for those matriculating in 2017-2018)

Degree(s)
A.S., requirements, career options

Field Experience
Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and the College's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities
Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options
The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

SUNY College at Brockport

SUNY College at Cortland

Ithaca College

Lock Haven University

SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Program Chair
Patrick Mercer
Associate Professor (Recreation)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Disciplines
Search Help Guide
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Course Search > Disciplines

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
CULI	Culinary Arts
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music
NURS	Nursing

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

OFFC	Office Management and Administration
PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Disciplines
Search Help Guide
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

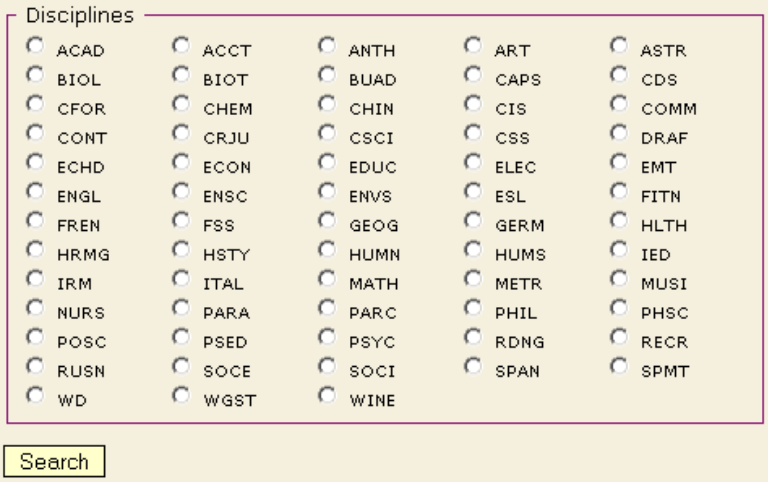
Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

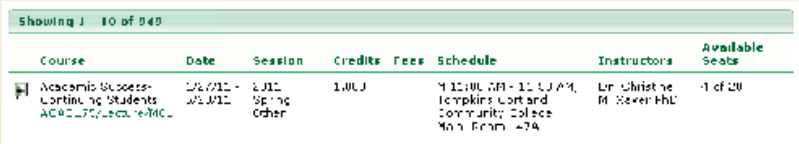
News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break



Section Search

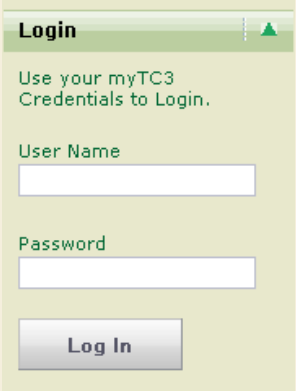
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available courses according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

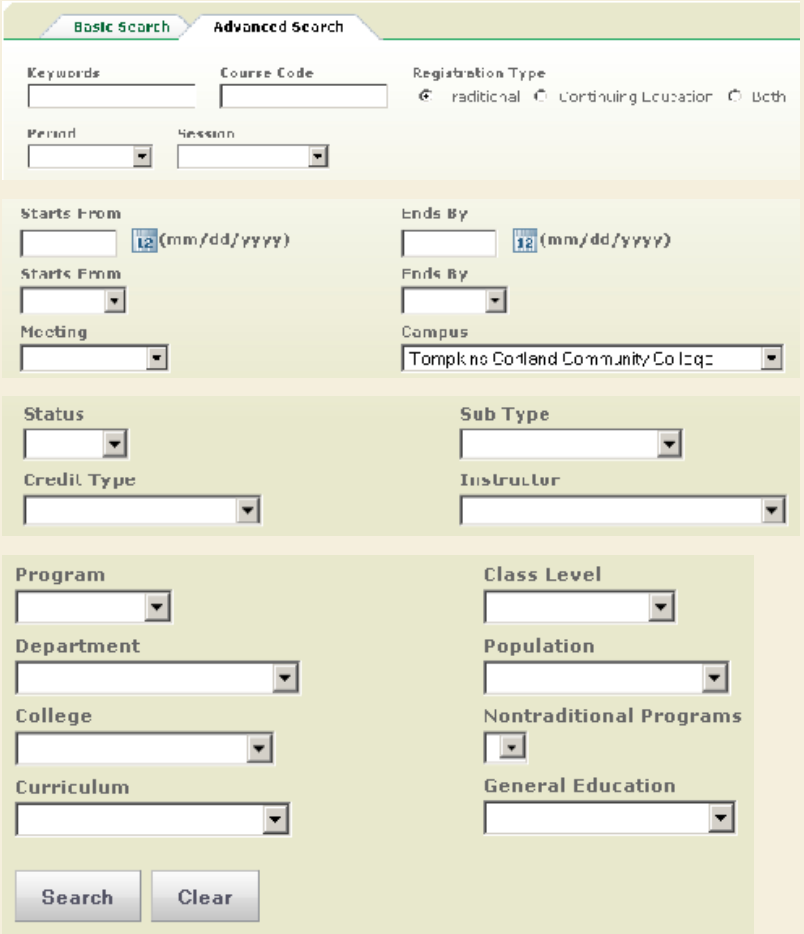
Options

On the left side you will also find a tab for Options. You can adjust the display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College, with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

The College may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

Tompkins Cortland has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires the College to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want the College to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that

Our Stories

Health Services
A healthy campus
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected.

2. The right to request amendment of his/her education records. A student may ask the College to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by Tompkins Cortland in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; a person serving as a member of SUNY system administration; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of Tompkins Cortland's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by the College. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the Tompkins Cortland Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The Tompkins Cortland Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the

student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about Tompkins Cortland's policies, contact Katrina Campbell, Registrar, campbek2@tompkinscortland.edu or 607.844.8211, Ext. 4305.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).

Grade Notations

W - Withdrawal:

The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:

The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP, and WF deadline dates. Check the semester calendar for details.

Our Stories

Derik Rich
A place to find yourself
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors are required to administratively withdraw students who have ceased to attend or participate in classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but would affect the earned/attempted ratio in determining academic and financial aid status.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by Tompkins Cortland that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by Tompkins Cortland from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

for 10 or 15 week courses: within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Early Student Progress Reports

Early Student Progress Reports are posted by the instructor in each 15-week course to provide the student an approximate assessment of early course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the end of the fourth full week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Satisfactory Performance & Achievement	S
Less than Satisfactory Performance & Achievement	S-
Unsatisfactory Performance & Achievement and/or Failing (This includes performance below a C level in classes where a C or higher is required – e.g., ENGL100, MATH090)	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Policies & Procedures > Academic Standards

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits	Minimum Grade Point Average (GPA)
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards

Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with a Student Success Advisor, develop and file a Student

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Success Plan and register for classes no later than the day before classes begin for the semester. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and successfully completing 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with a Student Success Advisor, complete and file a Student Success Plan and register for classes no later than the day before classes begin for the semester; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer and winter sessions. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer and winter sessions.

Committee on Academic Status

Students who have been academically suspended may request from the Committee on Academic Status permission to enroll while suspended. Procedures and requirements for the request can be obtained from the Office of the Provost. Students are strongly encouraged to appear in person before the committee to present their request, but are not required to do so. If the request is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file a request to enroll only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Reinstatement After Repeat Suspension

Students who have been placed on Repeat Suspension will be suspended for a full academic year including summer and winter sessions. To return to the College, students must reapply for admission.

During the first semester of enrollment following Repeat Suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA

recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 GPA credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 GPA credit hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 GPA credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 or more GPA credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Student Rights and Responsibilities

Tompkins Cortland Community College is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the Tompkins Cortland community. "...Everyone at Tompkins Cortland – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

The College recognizes and understands the proliferation of electronic devices generally and students' regular use of these devices. The College does not discourage use of such devices, consistent with its policies. Additionally, it is the policy of the College to expect students to use such devices in a manner which respects the rights and privacy of other students, faculty, staff and visitors. Tompkins Cortland further expects students not to interfere with law enforcement activities including through video/audio recording.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves, not the College.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, Tompkins Cortland students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in the College's Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

- Statement of Academic Integrity Policy
- Violation of Academic Integrity Policy
- Attendance Policy
- Classroom Behavior
- Grade Challenge
- Disability-Related Accommodation
- Computer Resources Use Protocol

Non-Academic Policies and Regulations

- Non-Academic Code of Conduct
- Non-Academic Code of Conduct Violation Hearing Process
- Policy Against Discrimination and Harassment
- Other Student Grievances
- Weapons on Campus
- Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
- Hazing Prevention
- Bias Crimes Prevention
- Sexual Assault, Dating Violence, Domestic Violence and Stalking Prevention
- Maintenance of Order Policy
- Student Bill of Rights

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The Tompkins Cortland Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

Accreditation

Tompkins Cortland Community College is fully accredited by the Board of Regents of the University of the State of New York and is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at Tompkins Cortland. Transfer credit is not calculated into a student's grade point average at the College.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at Tompkins Cortland as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at Tompkins Cortland.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at the College if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-effect individualized home instruction plan (IHIP) pursuant to section 100.10 of

Our Stories

Derik Rich
A place to find yourself
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at Tompkins Cortland. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2015 Deadline: July 15

Tompkins Cortland will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2015 Deadline: July 15

Tompkins Cortland will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students on Repeat Suspension

Students who have been placed on Repeat Suspension will be suspended for a full academic year including summer and winter sessions. To return to the College, students must reapply for admission.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application. If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Student Services > Tuition and Fees

Tuition and Fees

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

More Information

Tuition and fees

Information about payment

Accident Insurance – Mandatory

Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of “AW” will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Scholarships

One of the the College's Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the Tompkins Cortland Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Support Services

The Dr. Lucille S. Baker Commons is home to Tompkins Cortland's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Admissions
Tuition and Fees
Financial Aid
Scholarships
Academic Support Services
Student Life
Academic Advisement
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Advisement at Tompkins Cortland

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate Tompkins Cortland program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 101. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 101 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates the College's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Ashlee Seals
A true woman of excellence
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Bethony, Danielle

Meet Our Faculty

Bethoney, Danielle

Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Chancellor's/Trustee's Award for Excellence in Teaching, 1995

Background

Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty in June 1969.

Email Professor Bickford

Our Stories

Sam Trotman
Going 'everywhere'
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

B.A., SUNY College at Cortland;
M.A., Ph.D., SUNY at Binghamton

Biography

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction. The privilege of working and learning with community college students for 20 in small and friendly classes has extended and enriched her commitment to social justice and equity in education. Each day, her admiration and respect for Tompkins Cortland students and their stories deepen. She thinks this is the "best job" in the world, and she welcomes you to learn with her.

Awards

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Highlight key published works

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at Tompkins Cortland.

Special projects

Jeanne frequently collaborates with other teachers at Tompkins Cortland, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

Our Stories

Vanessa Wikel
Finding her own path
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Email Professor Cameron

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Cartagena-Cook, Milagros

Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Cerretani, Susan

Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Chancellor's/Trustees' Award for Excellence in Teaching, 2014

Email Professor Cerretani

Our Stories

Julianna Johnson
A life-changing education
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Curran, Kerry

Meet Our Faculty

Curran, Kerry

Instructor, English

B.A., Georgetown University
M.A., American University

Email Professor Curran

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Decker, Aaron

Instructor, English

B.A., SUNY Geneseo
M.A., Binghamton University

Email Professor Decker

Our Stories

Vanessa Wikel
Finding her own path
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Ensign, Mary Ellen

Assistant Professor, Mathematics

B.A., University of Delaware
M.S.Ed., SUNY at Cortland

Email Professor Ensign

Our Stories

Esther Williams
The thriving artist
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background

Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the College's teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards

2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special projects

Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Ford, Gary

Associate Professor, Accounting

B.B.A., University of Alaska, Anchorage
M.S., SUNY Polytechnic Institute, Utica/Rome

Gary is a Certified Public Accountant, a Chartered Global Management Accountant, and a member of the American Institute of CPAs and the NY State Society of CPAs. He earned his Bachelor of Business Administration in Accounting from the University of Alaska Anchorage and Master of Science in Accounting from SUNY Polytechnic Institute in Utica/Rome. Prior to becoming a full-time faculty member, Gary worked as a CPA for an international CPA firm in the audit, tax, and management advisory services departments; Internal Auditor for a four-year university; Internal Audit Manager for a major county government; and Controller/401(k) & Pension Plan Administrator for an international design firm. He teaches various courses including Principles of Accounting I & II, Intermediate Accounting I & II, Cost Accounting, and Individual Federal Tax.

In addition to teaching, advising students, and participating on college service committees, Gary is involved in filmmaking and the local arts community. He and his wife, Lisa, also a professor at Tompkins Cortland, make short films together and volunteer with the Syracuse International Film Festival and other arts organizations.

Email Professor Ford

Our Stories

Janelle Boyd
Her vision of success
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

2013 Best Director, *Prodigy*, Knickerbocker Film Festival in Albany

Background

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, the Williamsburg Independent Film Festival, Katra Film Series, The ReelheART International Film Festival, the Show Me Justice Film Festival, and the DC Independent Film Festival.

Special projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Marc Harrison
Inspiration at any age
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Georgiakaki, Sophia

Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching
2016 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Georgiakaki

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Gilewski, Amber

Associate Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background

Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Associate Professor of Psychology at Tompkins Cortland, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other Tompkins Cortland activities

Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project

Email Professor Gilewski

Our Stories

Health Services
A healthy campus
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Gold, Darlene

Meet Our Faculty

Gold, Darlene, Ph.D.

Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Ben Currens
More than you might expect
Full story

See the world.
Explore Study Abroad

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Grossman, Richard

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to Tompkins Cortland in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for Tompkins Cortland college credit.

Awards

2009-10
Distinguished Faculty Liaison – Tompkins Cortland CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Chancellor's/Trustees' Award for Excellence in Professional Service, 2016

Email Professor Hallisey

Our Stories

Vanessa Wikel
Finding her own path
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Jacob, James R., Ph.D.

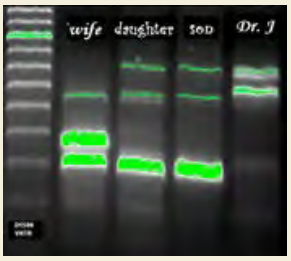
Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service, 2010
Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities, 2015

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.



Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at Tompkins Cortland that includes course work in microbiology, genetics and cell

Our Stories

Janelle Boyd
Her vision of success
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

biology. Upon successful completion of requirements for an Associate in Science degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Johnson, Kimari

Meet Our Faculty

Johnson, Kimari

Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

LaMontain, Jasmine

Technical Specialist Science Labs
Chemical Hygiene Officer

A.S., Tompkins Cortland Community College

Email Jasmine LaMontain

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Littell, Harry

Associate Professor, Photography

A.A.S., Rochester Institute of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Email Professor Littell

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty >Martin, Angela

Meet Our Faculty

Martin, Angela

Instructor, English as a Second Language

B.A., Stetson University
M.A., University of Massachusetts

Email Professor Martin

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Mathers, Anndrea

Assistant Professor, English

B.A., Bryan College
M.A., Univeristy of Illinois
Ph.D., Northwestern

Email Professor Mathers

Our Stories

Sam Trotman
Going 'everywhere'
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workships
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

McCabe, Tim

Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Chancellor's/Trustees' Award for Excellence in Teaching, 2012

Background
Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined Tompkins Cortland as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

See the world.
Explore Study Abroad

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Chancellor's/Trustees' Award for Excellence in Teaching, 2012

Email Professor McMinn

Our Stories

Padraic O'Donnell
Finding his strength
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Mercer, Patrick

Associate Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

When I was completing my undergraduate degrees in Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV.

It read, "Here ends the Realm of the Hiker..."

This sign was posted near the apex of the hiking trail that leads fellow outdoor seekers over 900 vertical feet from the trail head to this area along side of a precipitous cliff. This particular cliff drops off on both sides over 500 feet to the deck, like a knife blade, forming an exposed narrow ridge at the top to greet hikers and climbers alike.

The sign continued, "The area beyond this point has been left in a natural condition. Loose or falling rocks, sheer drop offs and slippery footings are common."

And then concluded, "Visitors should have rock climbing ability before entering the area."

It did not say "keep out" or "no trespassing." Its message was to delineate the end of the hiking trail and the beginning of something greater or more intense than casual hiking. As I later learned while completing my master's degree in Outdoor Education at SUNY Cortland, the intent of this sign was to protect inexperienced hikers from dangers while at the same time allowing individuals to make a conscious, informed decision as whether to proceed forward or to turn back. For some, the sign serves as a warning ... for others, a challenge!

As an Outdoor Educator, W-EMT, Program Director, Camp Counselor, High Ropes Director, and now Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies. I enjoy teaching people the skills and knowledge necessary so that they can safely venture beyond their own sign that marks the end of the realm of who they currently are. Instead of saying "keep out," I invite and facilitate participants and students to experience their own trials so that, in the end, they can continue on their own path that leads to whatever exposure in life they seek. My overall goal is that these same students become leaders themselves so they too can help others as I have helped them.

Our Stories

Julianna Johnson
A life-changing education
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

The irony of this sign is that the end of three days of rock climbing, scaling that cliff, my climbing partner and I decided to hike the trail back down to the parking lot as opposed to our usual method of rappelling. It was on this descent from this precarious natural area that we came across this sign and its message. Though I was new to this world of rock climbing, it was at this point I could now consider myself a “Rock Climber.”

Email Professor Mercer

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at Tompkins Cortland for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Millman, Keith

Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

I love my job.

Learning in the Arts and New Media involves the constant innovation and improvisation of the moment. Learning is never finished, and I learn along with my students. I make experiments and mistakes and am inspired by my students. Problem solving is the most important skill students learn, and most class work is hands on so students are creating their learning.

As chair of the New Media program, I teach many of the core courses in the program, often in collaboration with other professors. It is a privilege to teach with talented faculty and staff and be part of Tompkins Cortland Community College.

I actively show my art in galleries and adjudicate art shows. I have received grants from Cornell University Council for the Arts, The Community Arts Partnership (Ithaca, NY) and The Innovation Fund Grant of Tompkins Cortland. Work in collections include the Portland Art Museum, Portland, OR and the Preus Photo Museum, Norway. I recently co-authored a book with John Sheehan, *The Immortal Imagination: the 22nd North Carolina Infantry Regiment in War and Peace* published by M.T. Publishing Inc., 2016.

Recent Awards

2013 Best in Show Made in New York, Schweinfurth Memorial Art Center, Auburn, NY

2010 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Email Professor Millman

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Moore, Paula

Meet Our Faculty

Moore, Paula

Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Esther Williams
The thriving artist
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Moose, Barbara

Meet Our Faculty

Moose, Barbara

Assistant Professor, Nursing

A.S., SUNY College of Technology at Alfred
B.S., Regis University
M.S., Regis University

Email Professor Moose

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty >Barros, Jessica

Meet Our Faculty

Barros, Jessica

Assistant Professor, English

B.A., Boston College
M.F.A., Emmerson
D.A., St. John's University

Email Professor Barros

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Moser, Sandra

Meet Our Faculty

Moser, Sandra

Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

Marc Harrison
Inspiration at any age
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

Scott teaches Introduction to Criminal Justice, Criminology, Juvenile Delinquency, and Criminal Investigation, and also oversees the Program Internship.

Awards
2005 Chancellor's/Trustees' Award for Excellence in Teaching
2004 National Drug Court Institute, U.S. Justice Department Planning and Training Initiative
Numerous Civic and Community Certificates of Appreciation for Community Involvement

Background and Projects
Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation. Scott began at Tompkins Cortland in 1993 and currently chairs the Criminal Justice Program. He routinely is contacted and interviewed by the media concerning crime and criminals and assisted a local agency with a comprehensive jail study. Scott was recently selected by a New York City film producer for participation in a documentary film about ex-offenders and hurdles they face reintegrating into society. The film also focused upon challenges in education. Other film participants included the President of John Jay College of Criminal Justice, a Columbia University researcher and field professionals from prominent New York City agencies. Scott is also active in the Criminal Justice Educator's Association of New York State and is a regional Vice President on its board.

Email Professor Ochs

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

Email Professor Pastorello

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Putnam, Timothy

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Dryden Mutual
Mutual benefit
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at Tompkins Cortland and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Wherever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Holly McBean
Making her dream possible
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Regula, Anna

Meet Our Faculty

Regula, Anna

Associate Professor, Reading and Study Skills

B.S., SUNY College at Cortland
M.S.Ed., SUNY College at Cortland

Chancellor's/Trustees' Award for Excellence in Teaching, 2013

Email Professor Regula

Our Stories

Janelle Boyd
Her vision of success
Full story

zimride by enterprise

SAVE money
SHARE a ride

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Reid, Taylor, Ph.D.

TC3 Farm Education Director

B.S., University of Massachusetts
M.S., Michigan State University
Ph.D., Michigan State University

Background

Taylor Reid is the TC3 Farm Education Director, and chairs the Sustainable Farming and Food Systems degree program. He holds a B.S. in Plant and Soil Science from the University of Massachusetts, and both an M.S. in Botany and Plant Pathology, and a Ph.D. in Community, Food, and Agriculture from Michigan State University. Taylor's research has focused on the motivations and learning processes of first-generation farmers, food and agricultural standards, and the history of the organic farming movement. He is the founder of beginningfarmers.org.

Email Professor Reid

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Sambolec, Eric, Ph.D.

Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Sammis, Carol

Meet Our Faculty

Sammis, Carol

Associate Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Chancellor's/Trustees' Award for Excellence in Faculty Service, 2014

Email Professor Sammis

Our Stories

Carrie Buchanan
A tradition of service
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., Binghamton University
M.S., Binghamton University
Ph.D., Binghamton University

Chancellor's/Trustees' Award for Excellence in Teaching, 2011

Email Professor Schmidt

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Seager, Brandon

Assistant Professor, Wine Marketing

Brandon Seager is the Chair of the Wine Marketing program at Tompkins Cortland. Midway through his first career in Mechanical Engineering, the wine bug bit in the early 2000's, and Brandon decided to pursue a graduate degree at Cornell University, and enter the wine industry. Starting as a Cellar Rat under the mentorship of one of the Finger Lakes' finest winemakers, he worked his way up the ranks of Cellar Master, Assistant Winemaker, and Winemaker.

Brandon's real passion is bringing the wine to the masses, and he now celebrates that exuberance in his role as an educator of the future professionals of the local and global wine industry. He enjoys traveling to the world's wine regions to experience their wines in context. It's fundamentally easier to understand wine when it's tasted at origin.

We live in a global society now, but fine wines express their sense of place in a way that reminds us we all have a unique story to tell.

Tompkins Cortland's Farm-to-Bistro program is visionary as an education based on how food and beverages grown in this place are meant to be enjoyed together. Food and wine are great anywhere, but food and wine from the Finger Lakes are extraordinary. We are blessed and lucky to live smack dab in the middle of a gustatory bounty. As a consummate supporter of New York wines, Brandon believes that the momentum of the Finger Lakes makes this the most exciting place in the wine world at this time. Brandon is passionate about sharing his enthusiasm and translating his knowledge to student success in the industry.

When not teaching, tasting, or thinking about wines, Brandon enjoys time at home with his family, traveling, and embracing his role as new-millennial bon vivant.

He is currently training his dog to sniff out wine faults, rather unsuccessfully so far.

IN VINO VERITAS

Email Professor Seager

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Seyfried, Lisa

Meet Our Faculty

Seyfried, Lisa

Assistant Professor, Nursing

Tompkins Cortland Community College
Corning Community College
B.S.N. Keuka College
M.S.N., Keuka College

Email Professor Seyfried

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workships
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Shanks, Christine

Assistant Professor, Graphic Design

BS, Visual Communications, Towson University
MFA, Photography, University of Delaware

Professor Shanks' website

Photo courtesy of © Bradley Marks, shot at CAA Conference NY 2015

I am an image maker, designer, and educator. I feel at home on the computer and working by hand in the studio.

I have experience in fine art and commercial work.

Some of my specialties are design (web, interactive, and print), motion graphics, printmaking (utilizing both traditional and digital processes), and photography (alternative processes, digital, and film).

For more than 10 years I have shared my expertise with students as a professor in higher education, as well as through workshops and lessons for students of all ages.

New educational tools are presented to us everyday in the electronic age.

Some examples of how I incorporate social media in my teaching:

Pictorial Collective (**Facebook** companion page): Visual Inspirations

The Tech Savvy Creative (**Facebook** companion page): Technology tutorials for creatives

Shanks Course Group (inspiration, news, events and updates about creative fields and pertinent student information, must request to join)

Photo Crit Group (photography critique group for students, alumni, faculty and professionals – must request to join)

Email Professor Shanks

Our Stories

Julianna Johnson
A life-changing education
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

B.S., Hartwick College
M.S., Syracuse University

Chancellor's/Trustees' Award for Excellence in Faculty Service, 2011

Kim Sharpe graduated with a bachelor's degree in nursing from Hartwick College in Oneonta, N.Y.

She then started her career at Memorial Sloan Kettering Cancer Center in New York City. She was a nurse manager of an oncology unit in Orlando, Fla., before she moved back to this area. She worked in the ICU at Upstate Medical Center in Syracuse before changing to become a nurse case manage at Aetna Insurance for a few years.

She obtained her master's degree in nursing from Syracuse University and then taught at Crouse Hospital School of Nursing for 10 years before coming to Tompkins Cortland. She currently works per diem as an RN at Hospicare along with her position as department chair and professor here at the College.

Email Professor Sharpe

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Sheldon, Mary

Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Smith, Joseph, Ph.D.

Meet Our Faculty

Smith, Joseph L., Ph.D., LCSW-R, CASAC

Chair, Professor, Human Services and Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor. Dr. Smith practices part time in Syracuse, NY. Additionally, Dr. Smith teaches as an adjunct instructor in the graduate social work program at Syracuse University.

Dr. Smith has served as a Research Advisor in the MSW Program at Smith College School for Social Work in Northampton, MA. Also, he has worked as a trainer and consultant for the NYS Office of Alcoholism and Substance Abuse Services. Dr. Smith participates actively in scholarly activities including presentation and publication.

Dr. Smith is an experienced online educator, and has proficiency with distance learning, curriculum development, quality improvement, and assessment.

Email Professor Smith

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Snyder, David

Professor, Sport Management

B.S., Hartwick College
M.S., Syracuse University

Email Professor Snyder

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Stafford, Susan

Associate Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Trustees' Award for Excellence in Adjunct Teaching, 2007
Chancellor's/Trustees' Award for Faculty Service, 2013

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management and Culinary Arts Degree Programs at Tompkins Cortland Community College, a SUNY community college. She has been instrumental in the development of Tompkins Cortland's Farm to Bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

She has served as hotel inspector for Condé Nast Publications; specifically, Johansen's Guide to Luxury Hotels, including inspection of independent luxury properties in New York, Pennsylvania, and Ontario, Canada. Stafford also was an owner, partner, and vice president of Hospitality International Executive Search, recruiting and reorganizing operational staff for a list of clients that included most major hotel, restaurant, and food service companies nationally and some operations internationally.

Prior to those positions, Stafford had a range of experience, which included progressive management position with Interstate Hotels (Marriott), Holiday Inns, and Hilton. She also has conference services experience with Travel Trade Publications and Bonnie Walsh Associates.

As a full-time faculty member and department chair at Tompkins Cortland Community College, Stafford is responsible for teaching duties, as well as curriculum development, regional and global education partnerships, enrollment, continuing education, and industry outreach. To that end, she has developed collaborative training programs with Tompkins County Tourism & NYS Hospitality & Tourism Association. She has served and participated in the SUNY Hospitality Consortium; NYS Wine & Culinary Two Year College Consortium, helped to develop a collaboration with Niagara University and others to create transfer opportunities for Tompkins Cortland students; welcomed eight Fulbright Scholarship Students from five developing countries to study within Tompkins Cortland's Hotel and Restaurant degree program; and taught in the Global Disney College Program. She travels annually with students to Italy for their Culture & Cuisine class.

Stafford has travelled to Turkey, Peru, Italy, France, and Croatia to solidify relationships with university partners worldwide focusing on

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

international hospitality, wine, and culinary training with the goal of broadening opportunities for Tompkins Cortland students and our area businesses in the global marketplace.

Stafford earned her Bachelor of Science in Hotel and Restaurant Administration from Niagara University, and her Master of Science in Adult Education and Human Resources Training from Elmira College. She also earned an Associate of Applied Science in Hotel Technology from SUNY at Canton. She lives in Homer, N.Y., with her husband of 25 years, Doug. They enjoy their time on the St. Lawrence River and they have three children and a golden retriever, Molly.

Email Professor Stafford

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

Trustees' Award for Excellence in Adjunct Teaching, 2000
Chancellor's/Trustees' Award for Teaching, 2014

Biography

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Rosanna Perez
Opening her mind
Full story

CollegeNow
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Awards
2015 Chancellor's Award for Faculty Service

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at Tompkins Cortland since August of 1983.

At the College, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at Tompkins Cortland.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to their studies, work, and lives.

Email Professor Swinnich

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

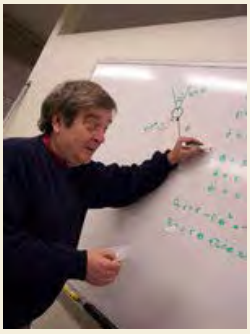
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Testa, Paul

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Troyer, John

Instructor, English

B.A., SUNY Oswego
M.A., SUNY Oswego

Email Professor Troyer

Our Stories

Blaze Sanders
Big dreams
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Professor, Sociology

B.A., Central College
M.A., Loyola University
Ph.D., Loyola University

Chancellor's/Trustees' Award for Excellence in Teaching, 2016

Email Professor Vande Berg

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Faculty > Wessell, Kelly, Ph.D.

Meet Our Faculty

Wessell, Kelly, Ph.D.

Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Awards

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Background

Kelly received his Ph.D. in aquatic entomology from Michigan State University. His research interests include bioassassment of large river ecosystems and non-point source pollution of streams, but his passion is teaching. Kelly is the Environmental Studies Chairperson and regularly teaches ecology, evolution, and biodiversity courses for science majors and non-majors. He also teaches Global Seminar, which is an international collaboration in which students from around the world interact via videoconference and online to work through case studies examining sustainable development. He co-leads a Tropical Field Natural History study abroad trip to Colombia, where students get to explore the Central Andes, Amazon, and Caribbean regions of this culturally and biologically diverse country.

Currently, he serves on the Tompkins Cortland Sustainability Council, the College Teaching Center Board, and co-advises STAND, which is a student club aimed at increasing civic engagement in our college community.

Email Professor Wessell

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

CAREER COACH
more than a job

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. is part of the State University of New York system (SUNY).

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At the College, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Culinary Arts > Program Requirements

Program Requirements

Culinary Arts: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

CULI101, Food Service and Preparation I, 4 cr. A minimum grade of C is required in CULI 101.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Introduction to the U.S. Food System, 2 cr. ENVS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
►**Mathematics Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
CULI102, Food Preparation II, 4 cr. A minimum grade of C is required in CULI 102.	Schedule: Sp, Su, Fa, Wi
CULI160, Back of House Kitchen Practicum, 2 cr. A minimum grade of C is required in CULI 160.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Food Movements, 2 cr. ENVS 111 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD219, Human Resource Management	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 16

CULI205, Garde-Manger & Catering Kitchen, 4 cr. A minimum grade of C is required in CULI 205.	Schedule: Sp, Su, Fa, Wi
ENVS112, Food Systems Seminar III: Identity, Ethics, and Culture in the Global Food System, 2 cr. ENVS 112 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CULI270, Restaurant Operations & Front of House Practicum, 4 cr. A minimum grade of C is required in CULI 270.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
►**Environmental Ethics or Foreign Language**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sustainable Farming and Food Systems > Program Requirements

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Sustainable Farming & Food Systems: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be chosen in consultation with the student's academic advisor.

ENVS110, Food Systems Seminar I: Introduction to the U.S. Food System, 2 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 110. ENVS 110 is only offered in the Fall semester.

ENVS116, Soil Science, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 116. ENVS 116 is only offered in the Fall semester.

ENVS117, Fall Farming Internship, 2 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 117 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 4

BIOL102, Principles of Biology II — Schedule: Sp, Su, Fa, Wi

BIOL105, General Biology II — Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS105, Environmental Ethics, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS111, Food System Seminar II: Food Movements, 2 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 111. ENVS 111 is only offered in the Spring semester.

ENVS141, Agroecology, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 141. ENVS 141 is only offered in the Spring semester.

ENVS142, Spring Farming Internship, 2 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 142 is only offered in the Spring semester.

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

►**SUNY GEN ED MATH Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 12

ENVS101, Introduction to Environmental Science, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS202, Integrated Pest Management, 3 cr. A minimum grade of C is required in ENVS 202. ENVS 202 is only offered in the Summer semester.	Schedule: Sp, Su, Fa, Wi
ENVS203, Summer Farming Internship, 3 cr. ENVS 203 is only offered in the Summer semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENVS107, Economy, Society & Environment	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 17

ENVS112, Food Systems Seminar III: Identity, Ethics, and Culture in the Global Food System, 2 cr. A minimum grade of C is required in ENVS 112. ENVS 112 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENVS285, Sustainable Farming and Food Systems Capstone, 3 cr. A minimum grade of C is required in ENVS 285. ENVS 285 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
►**CAPS Electives**	Use Schedule Search for electives
►**CAPS Electives**	Use Schedule Search for electives
►**Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 13

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business, 3 cr. A minimum grade of C is required in WINE 130. WINE 130 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 3

WINE213, Wine Marketing Internship, 3 cr. A minimum grade of C is required in WINE 213 WINE 213 is only offered in the Summer semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing, 3 cr. A minimum grade of C is required in WINE 200. WINE 200 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

► **Humanities Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising, 3 cr. A minimum grade of C is required in WINE 220.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling (B- or better), 1 cr.	Schedule: Sp, Su, Fa, Wi
HRMG201, Hospitality Law (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE213, Wine Marketing Internship (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

James Jacob
Family DNA Portraits
Full story

CAREER COACH
more than a job

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates > Hotel and Restaurant Management > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 62
BUAD Electives should be selected based on the student's academic progress and intentions upon graduation. BUAD 103 & 207 - Entrepreneurship I & II - are recommended for students interested in pursuing their own business.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CULI101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
HRMG101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
►**Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Mathematics Elective**	Use Schedule Search for electives
►**Restricted Elective**	Use Schedule Search for electives

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Summer Term 1
Minimum Total Semester Credits: 3

HRMG213, Hospitality Internship, 3 cr. A minimum grade of C is required in HRMG 213 (or HRMG 216). A student who completes the 6-credit internship - HRMG 216 - may use the three additional credits to satisfy the Restricted Elective.	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 14

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
HRMG103, Rooms Division Management, 3 cr. A minimum grade of C is required in HRMG 103.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi

Spring Term 2
Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG205, Hospitality Marketing, 3 cr. A minimum grade of C is required in HRMG 205.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
►**BUAD 212 or CULI or WINE Elective**	Use Schedule Search for electives
►**Business Communications or BUAD Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Is it Right for You?

Benefits

Myths

Taking an Online Course

Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Online Programs > Browser Requirements

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1. Blackboard Learn is a Web-based application and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and intended to be the most stable as the name implies. This channel is

Our Stories

Ben Currens
More than you might expect
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

updated roughly every 2-3 weeks for minor releases and 6 weeks for major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn:

Internet Explorer 6, 7

Firefox 1.x, 2.0, 3.0 and 3.5

Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows

Mac OSX 10.3, 10.4 "Tiger"

Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 63
A grade of "C" or higher is required in ENGL 100, and in all ACCT and BUAD courses.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 17

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 4	
MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Fall Term 2

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD202, Business Law II, 3 cr. A minimum grade of C is required in BUAD 202. BUAD 202 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60
A grade of "C" or higher is required in ENGL 100 and in each of the major courses: ACCT 101, 102, 120, 203, 204, 205, and 207.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ACCT120, Accounting on Microcomputers, 3 cr. A minimum grade of C is required in ACCT 120. ACCT 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 17

ACCT203, Intermediate Accounting I, 4 cr. A minimum grade of C is required in ACCT 203. ACCT 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ACCT207, Income Taxation, 4 cr. A minimum grade of C is required in ACCT 207. ACCT 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Jasmine Fields
An international education
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi

►**ECON Elective**	Use Schedule Search for electives

►**Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

ACCT204, Intermediate Accounting II, 4 cr. A minimum grade of C is required in ACCT 204. ACCT 204 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

ACCT205, Cost Accounting, 4 cr. A minimum grade of C is required in ACCT 205. ACCT 205 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT203, Intermediate Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT204, Intermediate Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted ACCT Electives (C OR BETTER)**	Use Schedule Search for electives
▶ **ACCT / BUAD / ECON Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Business Administration > Program Requirements

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 17

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 4	
MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Restricted Electives	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Restricted Electives	Use Schedule Search for electives
▶Unrestricted Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62
SOCE 205 - Organizational Behavior - may be taken for one of the BUAD Electives.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr. A minimum grade of C is required in BUAD 106.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**BUAD Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi

Our Stories

Ben Currens
More than you might expect
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

BUAD203, Business Communications, 3 cr. A minimum grade of C is required in BUAD 203.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶**BUAD Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD290, Applied Management Seminar, 3 cr. A minimum grade of C is required in BUAD 290.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
▶**BUAD Electives**	Use Schedule Search for electives
▶**BUAD Electives**	Use Schedule Search for electives
▶**Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
BUAD104, Business Mathematics, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD109, Personal Money Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ECON101, Introduction to Economics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates > Business Administration > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Executive Office Assistant: Certificate
Minimum Credits for Graduation: 29
If students enter in the Spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

If required per placement testing, a minimum grade of C is required in ENGL 100. However, ENGL 100 is not a requirement for the Certificate; it is a pre-requisite for ENGL 101 and other required courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. A minimum grade of C is required in ENGL 101.	Schedule: Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing, 3 cr. A minimum grade of C is required in OFFC 101. OFFC 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
OFFC203, Administrative/Automated Office Procedures, 3 cr. A minimum grade of C is required in OFFC 203. OFFC 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD104, Business Mathematics	Schedule: Sp, Su, Fa, Wi
BUAD109, Personal Money Management	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS141, Presentation Software, 1 cr.	Schedule: Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word, 4 cr. A minimum grade of C is required in OFFC 110.	Schedule: Sp, Su, Fa, Wi

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Computer Information Systems > Program Requirements

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS213, Programming in C++, 3 cr. CIS 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 15

CIS215, Operating Systems, 3 cr. CIS 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS223, Programming in C++ Advanced Topics, 3 cr. CIS 223 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
CIS227, Web Programming & Design, 3 cr. CIS 227 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS230, Computer Information Systems Internship, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS225, JAVA	Schedule: Sp, Su, Fa, Wi
CSCI165, Computer Science II	Schedule: Sp, Su, Fa, Wi
►**Restricted Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Computer Support Specialist > Program Requirements

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CSS112, Hardware Repair and Maintenance, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
▶ **MATH Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Our Stories

Ashlee Seals
A true woman of excellence
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
CIS215, Operating Systems, 3 cr. CIS 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CSS212, Help Desk and User Support, 3 cr. CSS 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSS240, Computer Support Specialist Internship, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Humanities Elective**	Use Schedule Search for electives
►**Natural Sciences Elective**	Use Schedule Search for electives
►**Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Criminal Justice: Associate in Science
Minimum Credits for Graduation: 60
CRJU 105 is a pre-requisite for most 200-level CRJU courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. — Schedule: Sp, Su, Fa, Wi
CRJU 104 is only offered in the Fall semester.

CRJU105, Introduction to Criminal Justice, 3 cr. — Schedule: Sp, Su, Fa, Wi
CRJU 105 requires prior completion or concurrent enrollment in ENGL 100. A minimum grade of C is required in CRJU 105.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi
If a student must choose between PSYC 103 and SOCI 101 in the first semester, then SOCI 101 should be taken, as it is a pre-requisite for other program courses.

Spring Term 1
Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- MATH120, College Algebra — Schedule: Sp, Su, Fa, Wi
- MATH138, Precalculus Mathematics — Schedule: Sp, Su, Fa, Wi
- MATH200, Statistics — Schedule: Sp, Su, Fa, Wi
- MATH201, Calculus I — Schedule: Sp, Su, Fa, Wi

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Choose one from the courses listed below:
Minimum credits required: 3

POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
POSC112, Public Administration	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Criminal Justice Elective**	Use Schedule Search for electives

►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

SOCI206, Juvenile Delinquency, 3 cr. SOCI 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives

►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60
CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 217, POSC 213, SOCI 206, or other CRJU Electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CRJU105, Introduction to Criminal Justice, 3 cr. CRJU 105 requires prior completion or concurrent enrollment in ENGL100. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr. If a student must choose between PSYC 103 or SOCI 101 in the first semester, priority should be given to SOCI 101, since it is a pre-requisite for other program courses.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
▶CAPS Electives	Use Schedule Search for electives
▶CAPS Electives	Use Schedule Search for electives

Our Stories

James Jacob
Family DNA Portraits
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**CAPS Electives**	Use Schedule Search for electives
►**Criminal Justice Electives**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Criminal Justice Electives**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Criminal Justice > Program Requirements

Program Requirements

Criminal Justice: Certificate
Minimum Credits for Graduation: 30
While ENGL 100 is not a required course in the Criminal Justice Certificate program, it is a pre-requisite for ENGL 101 and other program courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. CRJU 104 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice, 3 cr. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

CRJU110, Introduction to Policing, 3 cr. CRJU 110 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
► **History Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Paralegal > Program Requirements

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63
Alternative program requirement plans are available for students intending to transfer, Honors College students, and students with prior credits or degrees.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester.

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 - Constitutional Law, PARA 216 - Legal Aspects of Evidence, or PARA 225 - Criminal Law and Procedure can be taken to satisfy these requirements.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PARA101, Introduction to Paralegalism, 3 cr. A minimum grade of C is required in PARA 101.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ECON101, Introduction to Economics	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA130, Legal Research and Drafting, 3 cr. A minimum grade of C is required in PARA 130.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►Science Elective	Use Schedule Search for electives

Our Stories

Jasmine Fields
An international education
Full story

Keuka College
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 15

PARA205, Litigation/Civil Procedure, 3 cr. A minimum grade of C is required in PARA 205.	Schedule: Sp, Su, Fa, Wi
PARA210, Real Estate/Property Law, 3 cr. A minimum grade of C is required in PARA 210.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing	Schedule: Sp, Su, Fa, Wi
MATH Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA215, Family Law/Domestic Relations, 3 cr. A minimum grade of C is required in PARA 215.	Schedule: Sp, Su, Fa, Wi
PARA220, Wills, Trusts, Estate Planning, 3 cr. A minimum grade of C is required in PARA 220.	Schedule: Sp, Su, Fa, Wi
PARA230, Paralegal Internship, 2 cr. A minimum grade of C is required in PARA 230. A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).	Schedule: Sp, Su, Fa, Wi
PARA231, Paralegal Seminar, 3 cr. A minimum grade of C is required in PARA 231.	Schedule: Sp, Su, Fa, Wi
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Paralegal > Program Requirements

Program Requirements

Paralegal: Certificate
Minimum Credits for Graduation: 32
A minimum grade of C is required in all courses.

For any credits waived, another course must be substituted, chosen with the approval of an advisor.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 - Constitutional Law, PARC 216 - Legal Aspects of Evidence, PARC 225 - Criminal Law and Procedure, PARC 226 - Bankruptcy, or BUAD 202 - Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

Since Paralegal Electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC electives in their place in the first semester.

To be admitted to this program, a student must have already earned a baccalaureate degree.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required BUAD 201.	Schedule: Sp, Su, Fa, Wi
PARC101, Introduction to Paralegalism, 3 cr. A minimum grade of C is required in PARC 101.	Schedule: Sp, Su, Fa, Wi
PARC130, Legal Research and Drafting, 3 cr. A minimum grade of C is required in PARC 130.	Schedule: Sp, Su, Fa, Wi
PARC205, Litigation/Civil Procedure, 3 cr. A minimum grade of C is required in PARC 205.	Schedule: Sp, Su, Fa, Wi
PARC210, Real Estate/Property Law, 3 cr. A minimum grade of C is required in PARC 210.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 17

PARC215, Family Law/Domestic Relations, 3 cr. A minimum grade of C is required in PARC 215.	Schedule: Sp, Su, Fa, Wi
PARC220, Wills, Trusts, Estate Planning, 3 cr. A minimum grade of C is required in PARC 220.	Schedule: Sp, Su, Fa, Wi
PARC230, Paralegal Internship, 2 cr. A minimum grade of C is required in PARC 230.	Schedule: Sp, Su, Fa, Wi
PARC231, Paralegal Seminar, 3 cr. A minimum grade of C is required in PARC 231.	Schedule: Sp, Su, Fa, Wi

Our Stories

Janelle Boyd
Her vision of success
Full story

CollegeNow
College credits for high school students
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**PARC Electives**	Use Schedule Search for electives

►**PARC Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

CDSC101, Introduction to Chemical Dependency Counseling, 3 cr. A minimum grade of C is required in CDSC 101.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC207, Adolescent Psychology	Schedule: Sp, Su, Fa, Wi
PSYC208, Adult Psychology	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

BIOL101, Principles of Biology I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I, 4 cr. A minimum grade of C is required in CDSC 200.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr. CDSC 201 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC209, Abnormal Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 16

BIOL102, Principles of Biology II, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II, 4 cr. A minimum grade of C is required in CDSC 220.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II, 3 cr. CDSC 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Chemical Dependency Counseling: Certificate
Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

CDSC101, Introduction to Chemical Dependency Counseling (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I(C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II , 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: General Studies > Program Requirements

Program Requirements

Liberal Arts and Sciences-General Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Restricted History Elective	Use Schedule Search for electives
SUNY GEN ED Restricted Elective	Use Schedule Search for electives
SUNY GEN ED Mathematics Elective	Use Schedule Search for electives
Math or Science Elective	Use Schedule Search for electives
SUNY GEN ED Natural Sciences Lab Elective	Use Schedule Search for electives
SUNY GEN ED Restricted Other World Civilizations Elective	Use Schedule Search for electives
Choose one course from the courses listed below:	
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Liberal Arts Elective	Use Schedule Search for electives
SUNY GEN ED Liberal Arts Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course

Our Stories

Vanessa Wikel
Finding her own path
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: General Studies > Program Requirements

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

▶ **English Electives**	Use Schedule Search for electives
▶ **Humanities Elective**	Use Schedule Search for electives
▶ **Math / Science Electives**	Use Schedule Search for electives
▶ **Social Science Electives**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Entrepreneurship > Program Requirements

Program Requirements

Entrepreneurship: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD103, Entrepreneurship I, 3 cr. A minimum grade of C is required in BUAD 103.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

MATH109, Statistical Literacy	Schedule: Sp, Su, Fa, Wi
MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

▶ **CAPS Elective**	Use Schedule Search for electives
▶ **Humanities Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management, 3 cr. A minimum grade of C is required in BUAD 108.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Our Stories

Ben Currens
More than you might expect
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**Natural Science Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
BUAD207, Entrepreneurship II, 3 cr. A minimum grade of C is required in BUAD 207. BUAD 207 is only offered in the Fall semester. It is also occasionally offered in the Summer.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service, 3 cr. A minimum grade of C is required in BUAD 212.	Schedule: Sp, Su, Fa, Wi
BUAD264, Entrepreneurial Internship, 3 cr. A minimum grade of C is required in BUAD 264.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or ECON Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

International Business: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
GEOG120, World Regional Geography, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 18

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD217, Fundamentals of Exporting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

CAREER COACH
more than a job

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD215, International Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Adolescence Education: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY101, Development of the Western Tradition I — Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II — Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Math Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

PSYC207, Adolescent Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Other World Civilizations — Use Schedule Search for electives

SUNY GEN ED The Arts Elective — Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

EDUC201, Introduction to Education, 3 cr. — Schedule: Sp, Su, Fa, Wi
EDUC 201 is only offered in the Fall semester.

Our Stories

Rosanna Perez
Opening her mind
Full story

CAREER COACH
more than a job

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**SUNY GEN ED Natural Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

MATH113, Mathematics for Elementary School Teachers I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 113.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- HSTY101, Development of the Western Tradition I — Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II — Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH115, Mathematics for Elementary School Teachers II, 3 cr. — Schedule: Sp, Su, Fa, Wi

PSYC205, Childhood Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Other World Civilizations — Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

BIOL125, Biology and Earth Science for Teachers, 4 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

EDUC201, Introduction to Education, 3 cr. EDUC 201 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Electives**	Use Schedule Search for electives
►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives
►**SUNY GEN ED The Arts or Lit. for Children**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Early Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ECHD125, Introduction to Early Childhood Education, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

MATH113, Mathematics for Elementary School Teachers I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 113.

PSYC103, Introduction to Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY101, Development of the Western Tradition I Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

MATH115, Mathematics for Elementary School Teachers II, 3 cr. Schedule: Sp, Su, Fa, Wi

PSYC205, Childhood Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

BIOL125, Biology and Earth Science for Teachers, 4 cr. Schedule: Sp, Su, Fa, Wi

ENGL102, Approaches to Literature, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

ENGL220, Literature for Children, 3 cr.	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Liberal Arts and Sciences: Humanities > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL102, Approaches to Literature, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL201, Fundamentals of Speech, 3 cr. Schedule: Sp, Su, Fa, Wi

HISTORY SEQUENCE
Choose one set of courses from the following sets listed below:

HSTY101, Development of the Western Tradition I, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY102, Development of the Western Tradition II, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY201, American History to 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY202, American History Since 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr. Schedule: Sp, Su, Fa, Wi

ARAB102, Arabic II, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN101, Mandarin Chinese I, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN102, Mandarin Chinese II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN101, French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN102, French II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN201, Intermediate French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN202, Intermediate French II, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM101, Beginning German I, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM102, Beginning German II, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Linda Pasto
Partners in possibility
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Humanities Electives**	Use Schedule Search for electives
▶ **SUNY GEN ED Math Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Other World Civilizations Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Social Science > Program Requirements

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempt from ENGL 100 must substitute a three-credit SUNY General Education approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective (C or better)**	Use Schedule Search for electives
PSYC103, Introduction to Psychology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI290, Social Science Capstone (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Social Sciences Electives (C or better)**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Mathematics Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective (C or better)**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Computer Science -General Sequence: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS152, Web Page Design, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.

MATH138, Precalculus Mathematics, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 135 as a pre-requisite for MATH 201. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.

MATH200, Statistics, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

CIS108, Introduction to Computer Information Systems — Schedule: Sp, Su, Fa, Wi

CSCI160, Computer Science I — Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

CSCI165, Computer Science II, 3 cr. — Schedule: Sp, Su, Fa, Wi
CSCI 165 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH216, Discrete Mathematics, 4 cr. — Schedule: Sp, Su, Fa, Wi
MATH 216 is only offered in the Spring semester.

SUNY GEN ED Restricted Electives — Use Schedule Search for electives

SUNY GEN ED Social Sciences Elective — Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

CIS220, Database Concepts, 3 cr. — Schedule: Sp, Su, Fa, Wi
CIS 220 is only offered in the Fall semester.

Our Stories

Blaze Sanders
Big dreams
Full story

CAREER COACH
more than a job

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

CSCI205, Computer Science III-Data Structures, 3 cr. CSCI 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CSCI210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 should substitute MATH 206 - Differential Equations. A minimum grade of C in MATH 203 or a minimum grade of B in MATH 202 is required as a pre-requisite for MATH 206. MATH 206 is only offered in the Spring semester. A minimum grade of C is required in ENGL 100.

MATH200, Statistics, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH201, Calculus I, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 201.

Choose one from the courses listed below:
Minimum credits required: 3

CIS108, Introduction to Computer Information Systems — Schedule: Sp, Su, Fa, Wi

CSCI160, Computer Science I — Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 18

CSCI165, Computer Science II, 3 cr. — Schedule: Sp, Su, Fa, Wi
CSCI 165 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH202, Calculus II, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 202.

MATH216, Discrete Mathematics, 4 cr. — Schedule: Sp, Su, Fa, Wi
MATH 216 is only offered in the Spring semester.

PHSC211, Physics I (Mechanics and Heat), 4 cr. — Schedule: Sp, Su, Fa, Wi
PHSC 211 is only offered in the Spring semester.

Fall Term 2
Minimum Total Semester Credits: 17

CIS220, Database Concepts, 3 cr. — Schedule: Sp, Su, Fa, Wi
CIS 220 is only offered in the Fall semester.

CSCI205, Computer Science III-Data Structures, 3 cr. — Schedule: Sp, Su, Fa, Wi
CSCI 205 is only offered in the Fall semester.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH203, Calculus III, 4 cr. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSCI210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Communication and Media Arts > Program Requirements

Program Requirements

Communication and Media Arts - Broadcast Journalism: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

COMM100, Creating Online Media, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 100.

COMM101, Mass Media, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM120, Broadcast Operations, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

COMM127, Audio Production I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1
Minimum Total Semester Credits: 16

COMM140, Introduction to Field Production, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM160, Media Writing, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.

COMM225, Communication Law and Ethics, 3 cr. Schedule: Sp, Su, Fa, Wi
COMM 225 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL237, Journalism, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 237. ENGL 237 is only offered in the Spring semester.

IRM101, Research Strategies, 1 cr. Schedule: Sp, Su, Fa, Wi
IRM 101 is only offered in the Spring semester.

Fall Term 2
Minimum Total Semester Credits: 15

Our Stories

Dryden Mutual
Mutual benefit
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ANTH202, Cultural Anthropology, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART101, History and Appreciation of Art I	Schedule: Sp, Su, Fa, Wi
ART102, History and Appreciation of Art II	Schedule: Sp, Su, Fa, Wi
ART111, Photography I	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting	Schedule: Sp, Su, Fa, Wi
MUSI101, Music Appreciation	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 17

COMM100, Creating Online Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 100.

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM127, Audio Production I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

COMM135, Recording Technology I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 135. COMM 135 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1

Minimum Total Semester Credits: 16

COMM105, Careers in Audio/Music, 1 cr. — Schedule: Sp, Su, Fa, Wi
COMM 105 is only offered in the Spring semester.

COMM227, Audio Production II, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 227. COMM 227 is only offered in the Spring semester.

COMM235, Recording Technology II, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 235. COMM 235 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology — Schedule: Sp, Su, Fa, Wi

Our Stories

Sam Trotman
Going 'everywhere'
Full story

zimride by enterprise
SAVE money SHARE a ride

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM230, Broadcast Communication Skills, 3 cr. A minimum grade of C is required in COMM 230. COMM 230 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

COMM160, Media Writing, 3 cr. A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM111, Foundations of Digital Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 111.

COMM112, Foundations of Motion Graphics, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 112.

COMM120, Broadcast Operations, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

COMM127, Audio Production I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1
Minimum Total Semester Credits: 15

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM210, Production and Direction, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART104, History of Photography and Video — Schedule: Sp, Su, Fa, Wi

ART106, Introduction to Photojournalism — Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ART111, Photography I	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM245, Professional Video Editing and Post Production, 3 cr. A minimum grade of C is required in COMM 245. COMM 245 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

COMM145, DVD Authoring, 1 cr. A minimum grade of C is required in COMM 145. COMM 145 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
COMM290, Television News Production, 3 cr. A minimum grade of C is required in COMM 290. COMM 290 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Construction and Environmental Technology > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CONT107, Construction Materials, 3 cr. CONT 107 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I, 3 cr. DRAF 117 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
MATH122, Technical Mathematics, 3 cr. A student with four years of high school mathematics and appropriate placement test scores should substitute MATH 138 or MATH 201. The minimum program requirement of 62 credits must still be met. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
►**Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II, 3 cr. DRAF 118 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS102, Technology and the Environment, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CONT202, Surveying, 3 cr. CONT 202 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I	Schedule: Sp, Su, Fa, Wi

►**Lab Science Elective**	Use Schedule Search for electives

►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

CONT115, Construction Estimating and Planning, 2 cr. CONT 115 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr. CONT 208 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr. CONT 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr. CONT 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

►**Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Construction and Environmental Technology > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Construction & Environmental Technology: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

CONT107, Construction Materials, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT115, Construction Estimating and Planning, 2 cr.	Schedule: Sp, Su, Fa, Wi
CONT202, Surveying, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr.	Schedule: Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I, 3 cr.	Schedule: Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS102, Technology and the Environment, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL227, Fundamentals of Creative Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL258, Creative Nonfiction Writing, 3 cr. ENGL 258 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL262, Poetry Writing, 3 cr. ENGL 262 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Linda Pasto
Partners in possibility
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ENGL256, Playwriting, 3 cr. ENGL 256 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL212, Fiction Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 1	
ENGL108, Literary Performance & the Spoken Word	Schedule: Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Creative Writing > Program Requirements

Program Requirements

Creative Writing-Screenwriting: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL135, Short Narrative Film Writing, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►CAPS Electives	Use Schedule Search for electives
►CAPS Electives	Use Schedule Search for electives
►FOREIGN LANGUAGE SEQUENCE	Use Schedule Search for electives
►Liberal Arts Electives	Use Schedule Search for electives
►SUNY GEN ED Mathematics Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
►FOREIGN LANGUAGE SEQUENCE	Use Schedule Search for electives
►SUNY GEN ED Lab Science Elective	Use Schedule Search for electives

Fall Term 2

Our Stories

Blaze Sanders
Big dreams
Full story

CAREER COACH
more than a job

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Minimum Total Semester Credits: 15

ENGL216, Advanced Screenwriting, 3 cr. ENGL 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL233, Film Analysis, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ART233, Animation	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL255, Writing the Dramatic Television Series, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay, 1 cr. ENGL 274 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing - Prose and Poetry : Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL227, Fundamentals of Creative Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL212, Fiction Writing	Schedule: Sp, Su, Fa, Wi
ENGL258, Creative Nonfiction Writing	Schedule: Sp, Su, Fa, Wi
ENGL262, Poetry Writing	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing-Screen Writing : Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL135, Short Narrative Film Writing, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Unrestricted Elective	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL108, Literary Performance & the Spoken Word, 1 cr. ENGL 108 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting, 3 cr. ENGL 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL271, Writing Internship, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay, 1 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL233, Film Analysis	Schedule: Sp, Su, Fa, Wi
ENGL255, Writing the Dramatic Television Series	Schedule: Sp, Su, Fa, Wi
Unrestricted Elective	Use Schedule Search for electives

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Digital Cinema > Program Requirements

Program Requirements

Digital Cinema: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM111, Foundations of Digital Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 111.

COMM112, Foundations of Motion Graphics, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 112.

COMM127, Audio Production I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor. Students in the Digital Cinema program should take the "Sitcom-themed" section of ENGL 100.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1
Minimum Total Semester Credits: 15

ART111, Photography I, 3 cr. — Schedule: Sp, Su, Fa, Wi

COMM210, Production and Direction, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi
Students in the Digital Cinema program should take the "Film-themed" section of ENGL 101.

ENGL200, Screenwriting, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

CAREER COACH
more than a job

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Choose one from the courses listed below:
Minimum credits required: 3

MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

COMM240, Non Fiction & Fiction Field Production, 3 cr. A minimum grade of C is required in COMM 240.	Schedule: Sp, Su, Fa, Wi

ENGL233, Film Analysis, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1

COMM262, Portfolio Preparation-Communication	Schedule: Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	Schedule: Sp, Su, Fa, Wi

►**Restricted Electives**	Use Schedule Search for electives

►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

COMM298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi
ENGL298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Elective I**	Use Schedule Search for electives

►**SUNY GEN ED Restricted Elective II**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Early Childhood > Program Requirements

Program Requirements

Early Childhood: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ECHD110, Children and the Arts, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 110.

ECHD125, Introduction to Early Childhood Education, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 125.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ECHD225, Early Childhood Curriculum Development, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 225.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- ASTR101, Introductory Astronomy — Schedule: Sp, Su, Fa, Wi
- BIOL114, Essentials of Nutrition — Schedule: Sp, Su, Fa, Wi
- ENVS101, Introduction to Environmental Science — Schedule: Sp, Su, Fa, Wi
- ENVS102, Technology and the Environment — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- RECR150, Play Across Cultures — Schedule: Sp, Su, Fa, Wi
- SOCE150, Play Across Cultures — Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 15

ECHD206, Infant/Toddler Environments and Curriculum, 3 cr. A minimum grade of C is required in ECHD 206.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Childhood Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI201, Sociology of the Family, 3 cr. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART120, Drawing I	Schedule: Sp, Su, Fa, Wi
ART130, Ceramics	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 16

ECHD240, Techniques for Observing and Recording Young Children's Development, 3 cr. A minimum grade of C is required in ECHD 240.	Schedule: Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education, 4 cr. A minimum grade of C is required in ECHD 242. Honors option offered. See Program Chair.	Schedule: Sp, Su, Fa, Wi
ENGL220, Literature for Children, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Math/Science > Program Requirements

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
FSS138, Freshman Seminar - Math/Science, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective**	Use Schedule Search for electives
MATH201, Calculus I, 4 cr.	Schedule: Sp, Su, Fa, Wi

Math/Science Course Pairs
Choose 2 course sets from the following groups. Each set (pair of courses) must be from a different group.
Minimum 14 credits required. Must include one 8-credit pair.

Biology group	Schedule
BIOL101, Principles of Biology I, and BIOL102, Principles of Biology II, Total Credits: 6 **OR** BIOL104, General Biology I, and BIOL105, General Biology II, Total Credits: 8	BIOL101: Sp, Su, Fa, Wi BIOL102: Sp, Su, Fa, Wi BIOL104: Sp, Su, Fa, Wi BIOL105: Sp, Su, Fa, Wi
Chemistry group	Schedule
CHEM101, Principles of Chemistry I, and CHEM102, Principles of Chemistry II, Total Credits: 8 **OR** CHEM107, General Chemistry I, and CHEM108, General Chemistry II, Total Credits: 8	CHEM101: Sp, Su, Fa, Wi CHEM102: Sp, Su, Fa, Wi CHEM107: Sp, Su, Fa, Wi CHEM108: Sp, Su, Fa, Wi
Math group	Schedule
MATH200, Statistics, and MATH202, Calculus II, Total Credits: 7 **OR** MATH202, Calculus II, and MATH203, Calculus III, Total Credits: 8	MATH200: Sp, Su, Fa, Wi MATH202: Sp, Su, Fa, Wi MATH202: Sp, Su, Fa, Wi MATH203: Sp, Su, Fa, Wi
Physics group	Schedule
PHSC104, General Physics I, and PHSC105, General Physics II, Total Credits: 8 **OR** PHSC211, Physics I (Mechanics and Heat), and PHSC212, Physics II (Electricity and Magnetism), Total Credits: 8	PHSC104: Sp, Su, Fa, Wi PHSC105: Sp, Su, Fa, Wi PHSC211: Sp, Su, Fa, Wi PHSC212: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Math, Science, or Computer Science Electives**	Use Schedule Search for

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

	electives
▶ **SUNY GEN ED Humanities or Foreign Language Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Restricted SUNY GEN ED Elective**	Use Schedule Search for electives
▶ **Liberal Arts Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Women and Gender Studies > Program Requirements

Program Requirements

Liberal Arts & Sci.-Women & Gender Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST100, Perspectives on Women - An Introduction, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST200, Images of Women, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST233, Women in U.S. History, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST120, Women and Health Care, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST125, Women and Work, 3 cr.	Schedule: Sp, Su, Fa, Wi
►	Use Schedule Search for

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

SUNY GEN ED Western Civilization Elective	electives

►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY110, World History to 1500	Schedule: Sp, Su, Fa, Wi
HSTY111, World History Since 1500	Schedule: Sp, Su, Fa, Wi
HSTY215, History of Latin America	Schedule: Sp, Su, Fa, Wi
HSTY245, Topics in Modern Asia	Schedule: Sp, Su, Fa, Wi
HSTY252, Native American History: Colonial Policies	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
PHIL101, Introduction to Philosophy	Schedule: Sp, Su, Fa, Wi
PHIL201, Contemporary Moral Issues	Schedule: Sp, Su, Fa, Wi

►**Math or Science Elective**	Use Schedule Search for electives

►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Sport Management > Program Requirements

Program Requirements

Sport Management: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 17

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS175, Freshman Seminar - Sport Management, 1 cr.	Schedule: Sp, Su, Fa, Wi
SPMT150, Foundations of Sport Management, 3 cr. A minimum grade of C is required in SPMT 150.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 4	
MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
▶CAPS Electives	Use Schedule Search for electives
▶CAPS Electives	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT190, Event Practicum I, 1 cr. A minimum grade of C is required in SPMT 190.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**CAPS Electives**	Use Schedule Search for electives

►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT255, Sport Event Management, 3 cr. A minimum grade of C is required in SPMT 255. SPMT 255 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
SPMT260, Sport Media Management, 3 cr. A minimum grade of C is required in SPMT 260.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT195, Event Practicum II, 1 cr. A minimum grade of C is required in SPMT 195.	Schedule: Sp, Su, Fa, Wi
SPMT270, Sport Facilities/Venue Management, 3 cr. A minimum grade of C is required in SPMT 270. SPMT 270 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Biology > Program Requirements

Program Requirements

Biology: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

BIOL104, General Biology I, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 104.

CHEM107, General Chemistry I, 4 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.

Choose one from the courses listed below:
Minimum credits required: 1
- CAPS121, Introduction to Spreadsheets — Schedule: Sp, Su, Fa, Wi
- CAPS123, Advanced Spreadsheets — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1
- BIOT101, Introduction to Biotechnology — Schedule: Sp, Su, Fa, Wi
- FSS138, Freshman Seminar - Math/Science — Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Social Sciences Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

BIOL105, General Biology II, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 105.

CHEM108, General Chemistry II, 4 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH138, Precalculus Mathematics, 4 cr. — Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 14

CHEM205, Organic Chemistry I, 4 cr. — Schedule: Sp, Su, Fa, Wi
CHEM 205 is only offered in the Fall semester.

Choose one from the courses listed below:

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Minimum credits required: 3

MATH200, Statistics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 4

BIOL211, Ecology	Schedule: Sp, Su, Fa, Wi
BIOL205, General Genetics	Schedule: Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques	Schedule: Sp, Su, Fa, Wi

►**Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Biology > Program Requirements

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 24

Printable Worksheet (pdf)

Choose one course from the courses listed below:

BIOL101, Principles of Biology I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BIOL104, General Biology I, 4 cr.	Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

BIOL112, Essentials of Medical Microbiology, 3 cr.	Schedule: Sp, Su, Fa, Wi
BIOL216, General Microbiology, 4 cr.	Schedule: Sp, Su, Fa, Wi

BIOL206, Molecular Genetic Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

BIOT101, Introduction to Biotechnology, 1 cr.	Schedule: Sp, Su, Fa, Wi
FSS138, Freshman Seminar - Math/Science, 1 cr.	Schedule: Sp, Su, Fa, Wi

BIOT295, Biotechnology Seminar, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi

Chemistry Requirement
Choose one set of courses from the following sets listed below:

CHEM101, Principles of Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM102, Principles of Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi

► **Math Elective - MATH 120 or higher**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Engineering Science > Program Requirements

Program Requirements

Engineering Science: Associate in Science
Minimum Credits for Graduation: 66
With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses - ENSC 203, 204, 212, and the Restricted Elective - with CHEM 205 and CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 and BIOL 105, General Biology I & II.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete the program. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 18

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC137, Introduction to Engineering, 1 cr. ENSC 137 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr. A minimum grade of C is required in MATH 202.	Schedule: Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat), 4 cr. PHSC 211 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ENSC204, Mechanics of Materials, 3 cr. ENSC 204 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENSC209, Engineering Mechanics: Statics, 3 cr. ENSC 209 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

MATH203, Calculus III, 4 cr. A minimum grade of C is required in MATH 203. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 18

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC203, Electrical Science, 4 cr. ENSC 203 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENSC212, Dynamics, 3 cr. ENSC 212 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH206, Differential Equations, 4 cr. MATH 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
PHSC213, Physics III (Waves, Optics and Modern Physics), 4 cr. PHSC 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Environmental Studies > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Environmental Studies: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

BIOL104, General Biology I, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 104.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.

ENVS101, Introduction to Environmental Science, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 101.

FSS132, Freshman Seminar - Environmental Studies, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 132 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi
ENVS107, Economy, Society & Environment	Schedule: Sp, Su, Fa, Wi
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
POSC107, Economy, Society & Environment	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 17

BIOL105, General Biology II, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 105.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS102, Technology and the Environment, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 102.

Choose one from the courses listed below:
Minimum credits required: 4

MATH120, College Algebra	Schedule: Sp, Su, Fa, Wi
MATH138, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Restricted Electives — Use Schedule Search for electives

Our Stories

Vanessa Wikel
Finding her own path
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 14

BIOL211, Ecology, 4 cr. BIOL 211 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENVS295, Global Seminar, 3 cr. ENVS 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
▶**Restricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Graphic Design > Program Requirements

Program Requirements

Graphic Design: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART109, Graphic Design, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 109.

ART110, Design I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 110.

ART120, Drawing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 120.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Mathematics Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ART114, Design II, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 114.

ART122, Drawing II, 3 cr. — Schedule: Sp, Su, Fa, Wi
ART 122 is only offered in the Spring semester.

ART180, Typography, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 180. ART 180 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- HSTY101, Development of the Western Tradition I — Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II — Schedule: Sp, Su, Fa, Wi
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. — Schedule: Sp, Su, Fa, Wi
ART 101 is only offered in the Fall semester.

ART111, Photography I, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

zimride by enterprise
SAVE money SHARE a ride

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

A minimum grade of C is required in ART 111.

ART260, Portfolio Preparation - Graphic Design, 1 cr. A minimum grade of C is required in ART 260. ART 260 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART270, Computer Graphics I, 3 cr. A minimum grade of C is required in ART 270. ART 270 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART271, Computer Graphics II, 3 cr. A minimum grade of C is required in ART 271. ART 271 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr. A minimum grade of C is required in HUMS 200.	Schedule: Sp, Su, Fa, Wi
►**Human Services Electives**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives
►**POSC Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS229, Applied Methods in Human Services, 3 cr. A minimum grade of C is required in HUMS 229.	Schedule: Sp, Su, Fa, Wi
►**Human Services Electives**	Use Schedule Search for electives
►**Humanities Elective**	Use Schedule Search for electives

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**Restricted SOCI Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

HUMS232, Human Service Internship & Seminar, 4 cr. A minimum grade of C is required in HUMS 232.	Schedule: Sp, Su, Fa, Wi
►**Human Services Electives**	Use Schedule Search for electives
►**PSYC Elective**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Human Services > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Human Services: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr. A minimum grade of C is required in HUMS 200.	Schedule: Sp, Su, Fa, Wi
PSYC263, Development Across the Lifespan, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

BIOL100, Human Biology, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Electives**	Use Schedule Search for electives
►**Restricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS232, Human Service Internship & Seminar, 4 cr. A minimum grade of C is required in HUMS 232.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Human Services Elective**	Use Schedule Search for electives
►**Restricted SUNY GEN ED Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Human Services > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Human Services: Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HUMS104, Introduction to Corrections	Schedule: Sp, Su, Fa, Wi
HUMS125, Introduction to Early Childhood Education	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC201, Social Psychology	Schedule: Sp, Su, Fa, Wi
PSYC205, Childhood Psychology	Schedule: Sp, Su, Fa, Wi
►**POSC Elective**	Use Schedule Search for electives
►**Restricted Human Services Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > International Studies > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

International Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

ANTH220, Dev Anthropology in a Globalizing World, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI220, Dev Anthropology in a Globalizing World, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
GEOG120, World Regional Geography, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY111, World History Since 1500, 3 cr.	Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ARAB102, Arabic II, 3 cr.	Schedule: Sp, Su, Fa, Wi
CHIN101, Mandarin Chinese I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CHIN102, Mandarin Chinese II, 3 cr.	Schedule: Sp, Su, Fa, Wi
FREN101, French I, 3 cr.	Schedule: Sp, Su, Fa, Wi
FREN102, French II, 3 cr.	Schedule: Sp, Su, Fa, Wi
FREN201, Intermediate French I, 3 cr.	Schedule: Sp, Su, Fa, Wi
FREN202, Intermediate French II, 3 cr.	Schedule: Sp, Su, Fa, Wi
GERM101, Beginning German I, 3 cr.	Schedule: Sp, Su, Fa, Wi
GERM102, Beginning German II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Restricted MATH Elective**	Use Schedule Search for electives

Choose one course from the courses listed below:
All students in the program must complete a Study Abroad course. If a two-course pair is taken, the other course can often be used as an elective. Consult with your advisor for more information.

ANTH260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
BIOL116, Tropical Field Natural History, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL250, Field Studies in Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG220, International Culture & Cuisine - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY230, History of Ireland - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi
IED260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC230, History of Ireland, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Sustainability Elective**	Use Schedule Search for electives

POSC225, Comparative Politics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Restricted SUNY GEN ED Natural Science Elective**	Use Schedule Search for electives

▶ **SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates > New Media > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ART111, Photography I, 3 cr. A minimum grade of C is required in ART 111.	Schedule: Sp, Su, Fa, Wi
ART117, Design I for Electronic Media, 3 cr. A minimum grade of C is required in ART 117.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr. A minimum grade of C is required in ART 120.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS137, Freshman Seminar-New Media, 1 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ART212, Digital Photography, 3 cr. A minimum grade of C is required in ART 212.	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I, 3 cr. A minimum grade of C is required in ART 213.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. A minimum grade of C is required in ART 101. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART214, Dynamic Media II, 3 cr. A minimum grade of C is required in ART 214. ART 214 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ART233, Animation, 3 cr. A minimum grade of C is required in ART 233. ART 233 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART261, Portfolio Preparation - New Media, 1 cr. A minimum grade of C is required in ART 261. ART 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. A minimum grade of C is required in ART 102. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART254, Advanced Media Design, 3 cr. A minimum grade of C is required in ART 254. ART 254 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 65
A "C" or higher grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses listed in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each nursing (NURS) course is required to earn a degree in Nursing.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 17

BIOL131, Principles of Human Anatomy and Physiology I, 4 cr. A minimum grade of C is required in BIOL 131.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. ENGL 100, if required, must be completed with a "C" or higher grade before the first semester.	Schedule: Sp, Su, Fa, Wi
NURS110, Fundamentals of Nursing, 7 cr. A minimum grade of C is required in NURS 110. NURS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BIOL132, Principles of Human Anatomy and Physiology II, 4 cr. A minimum grade of C is required in BIOL 132.	Schedule: Sp, Su, Fa, Wi
NURS120, Critical Thinking in Medical Surgical Nursing, 9 cr. A minimum grade of C is required in NURS 120. NURS 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

NURS208, The Art and Science of Nursing Across the Lifespan, 10 cr. A minimum grade of C is required in NURS 208. NURS 208 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
NURS241, Pharmacology for Nurses and Allied Health Professionals, 3 cr. A minimum grade of C is required in NURS 241.	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Spring Term 2
Minimum Total Semester Credits: 16

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

BIOL112, Essentials of Medical Microbiology, 3 cr. A minimum grade of C is required in BIOL 112. BIOL 112 is offered in the Spring semester, as well as occasionally in the Summer semester.	Schedule: Sp, Su, Fa, Wi
NURS225, Professional Practice and Complex Nursing Care, 10 cr. A minimum grade of C is required in NURS 225. NURS 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Photography > Program Requirements

Program Requirements

Photography: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART111, Photography I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 111.

ART120, Drawing I, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

Choose one from the courses listed below:
Minimum credits required: 3
- ART110, Design I — Schedule: Sp, Su, Fa, Wi
- ART117, Design I for Electronic Media — Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Mathematics Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ART104, History of Photography and Video, 3 cr. — Schedule: Sp, Su, Fa, Wi

ART114, Design II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ART122, Drawing II, 3 cr. — Schedule: Sp, Su, Fa, Wi
ART 122 is only offered in the Spring semester.

ART212, Digital Photography, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 212.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. — Schedule: Sp, Su, Fa, Wi
ART 101 is only offered in the Fall semester.

ART112, Photography II, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ART 112.

ART213, Dynamic Media I, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

ART262, Portfolio Preparation - Photography, 1 cr. ART 262 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART222, Advanced Digital Photography, 3 cr. A minimum grade of C is required in ART 222.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Recreation: Exercise Studies > Program Requirements

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

FITN215, Aerobic Conditioning, 1 cr. — Schedule: Sp, Su, Fa, Wi

RECR110, Introduction to Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 110 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3
- PSYC103, Introduction to Psychology — Schedule: Sp, Su, Fa, Wi
- SOCI101, Introduction to Sociology — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- BIOL101, Principles of Biology I — Schedule: Sp, Su, Fa, Wi
- BIOL104, General Biology I — Schedule: Sp, Su, Fa, Wi

SUNY GEN ED MATH Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

BIOL114, Essentials of Nutrition, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

RECR112, Introduction to Kinesiology, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 112 is only offered in the Spring semester.

RECR120, Leadership in Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 120 is only offered in the Spring semester.

Choose one from the courses listed below:
Minimum credits required: 3
- BIOL102, Principles of Biology II — Schedule: Sp, Su, Fa, Wi
- HLTH205, First Aid and Safety Education — Schedule: Sp, Su, Fa, Wi

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Fall Term 2

Minimum Total Semester Credits: 16

BIOL201, Human Anatomy and Physiology I, 4 cr. BIOL 201 is only offered in the Fall semester. Students must complete both BIOL 101 and BIOL 102 with C or higher grades, or BIOL 104 with a C or higher grade as a pre-requisite for BIOL 201.	Schedule: Sp, Su, Fa, Wi
RECR230, Personal Training & Aerobic Leadership, 3 cr. RECR 230 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

BIOL202, Human Anatomy and Physiology II, 4 cr. BIOL 202 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR232, Exercise Physiology, 3 cr. RECR 232 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Recreation: Outdoor Recreation > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FITN102, Swimming II, 1 cr. A student who can demonstrate the swimming proficiency required for FITN 216 - Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
FITN216, Lifeguard Training, 2 cr. A student who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute 2 credits of Outdoor Activity Electives. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Outdoor Activity Elective**	Use Schedule Search for electives

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

►**SUNY GE Nat. Sciences or The Arts Elective**	Use Schedule Search for electives

►**Unrestricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

BIOL115, Field Natural History, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR274, Outdoor Recreation Pursuits, 3 cr. RECR 274 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Foreign Language Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR260, Camp Counseling and Outdoor Education, 3 cr. RECR 260 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 1	
RECR276, Outdoor Recreation Field Adventure	Schedule: Sp, Su, Fa, Wi
RECR284, Outdoor Recreation Proficiency	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi
►**SUNY GE Amer. Hist. or West. Civ. Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education, 3 cr. Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child, and Infant CPR or higher can substitute a 3-credit Unrestricted Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Kelly Wessell
The place to teach
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR215, Recreation and the Expressive Arts, 3 cr. RECR 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Elective**	Use Schedule Search for electives
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
RECR201, Introduction to Therapeutic Recreation	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi
►**FITN Elective**	Use Schedule Search for electives
►**PSYC Elective**	Use Schedule Search for electives
►**SUNY GE Amer. Hist. or West. Civ. Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Showing 1 - 10 of 949

Course	Date	Session	Credits	Fees	Schedule	Instructors	Available Seats
Academic Success-Continuing Students ACAD175/Lecture/M01	1/27/11 - 5/20/11	2011 Spring Other	1.000		M 11:00 AM - 11:50 AM; Tompkins Cortland Community College, Main, Room 147A	Dr. Christine M. Xaver PhD	4 of 20

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at Tompkins Cortland are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ACCT 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Blaze Sanders
Big dreams
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students. Use of TC3 MyMail accounts is a privilege given to each student. Students are expected to use these accounts consistent with the College's Computer Use/Ethics Policy.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Registration Open for Summer Classes

Memorial Day Holiday

Spring Academic Calendar

Financial Aid Available for Summer Classes

Planning to Graduate in August?

Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Director of Human Resources

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Policies & Procedures > Student Rights and Responsibilities > Policy on HIV and AIDS

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilities Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Policies & Procedures > Student Rights and Responsibilities > Grievance and Conduct Violation Policies

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Family Educational Rights and Privacy Act (FERPA)

Academic Regulations

Grading Policies

Academic Standards

Student Rights and Responsibilities

Campus Policies and Procedures

Faculty

Admissions Office

607.844.6580

admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Grievance and Conduct Violation Policies Overview

Tompkins Cortland is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and Tompkins Cortland Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Director of Human Resources
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs (if initially heard by Residence Director) or Dean of Student Life (if initially heard by Director of Residence Life and Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the College's community when involved in grievance or conduct violation procedures. The following staff members are

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

SGA Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

specifically identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Barb Thayer, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Director of Human Resources, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's Tompkins Cortland myMAIL account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, Tompkins Cortland ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and

the file shall be considered confidential and maintained by the maker for a period of three years.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Director of Residence Life & Judicial Affairs	Darese Doskal	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Director of Human Resources	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	John Bradoc	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Registrar	Katrina Campbell	101	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Policies & Procedures > Student Rights and Responsibilities > Academic Policies and Regulations

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Classroom Behavior

Tompkins Cortland values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior, any may begin disciplinary proceedings in accordance with the Tompkins Cortland Non-Academic Code of Conduct.

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to reduction in grade and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. These recommendations and a report of the violation shall be sent to the Provost within five class days.

The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The Provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a notation that the student has violated the Policy on Academic Integrity may be made on the official academic records of the student.

Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the Provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Policies & Procedures > Student Rights and Responsibilities > Attendance Policy

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Classroom Behavior

Tompkins Cortland values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior and may begin disciplinary proceedings in accordance with the College's Non-Academic Code of Conduct.

Our Stories

Dryden Mutual
Mutual benefit
Full story

CAREER COACH
more than a job

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

for 10 or 15 week courses, within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

Tompkins Cortland supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other Tompkins Cortland staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other Tompkins Cortland staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Director of Human Resources/Affirmative Action Officer to assist with trying to resolve issues with other Tompkins Cortland staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Director of Human Resources should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or Tompkins Cortland Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

determination in the matter and notify all interested parties of the final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another person's username/password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Privacy

Each user account is protected from unauthorized access by requiring the use of a unique password to identify the legitimate user. No user will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy

The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Technology Office (201) and the library.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Updated July 13, 2015

Statement of Responsibilities

As members of the Tompkins Cortland Community College, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by the College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residence life staff, dining services staff, and campus police staff acting in the performance of their duties.

2. In the event campus police and/or law enforcement officials make a request of a student in regard to an ongoing investigation or incident, it is expected that students comply fully with the request/directive made by such officials within the confines of the law.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds,

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

alteration or fraudulent possession or use of documents or instruments of identification.

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action. Disruption or obstruction for purposes of this Code includes video/audio recording when it is interfering with College activities.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action. Examples include actions through electronic means including but not limited to non-consensual sexting, use of social media for nefarious intent including to foster, promote or otherwise seek to engage in any of the activities set forth herein.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without affirmative consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or affirmative consent of the partner, engaging in acts of peeping or voyeurism.

Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender.

-Consent to any sexual act or prior consensual activity between or with any party does not constitute consent to any other sexual act

-Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol

-Consent may be initially given but withdrawn at any time

-Consent may not be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitations may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and unable to give consent.

-Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.

-When consent is withdrawn or can no longer be given, sexual activity

must stop.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others. Further examples include actions through electronic means including but not limited to sexting, or use of social media for nefarious purposes.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on College-owned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity or on any College property under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to

afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the Tompkins Cortland judicial system.

Good Samaritan Policy

The health and safety of all Tompkins Cortland students is of utmost importance. Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. ANYTIME you see a situation where another student is in danger – from drugs or alcohol, of being physically or sexually assaulted (including incidents of domestic violence, dating violence, stalking or sexual assault), or anytime their physical well-being is in immediate danger, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. Bystanders or reporting individuals acting in good faith to disclose any incident of domestic violence, dating violence, stalking, sexual assault, physical assault or drug/alcohol poisoning to college officials or law enforcement will not be subject to punitive consequences, for violations of alcohol and/or drug use policies occurring at or near the time of the incident.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Dating violence, domestic violence, sexual assault, or stalking
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime...)
- Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result, is sanctioned through a judicial hearing process that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. If a student's alleged violations make them eligible for suspension, they will have the right to request a board hearing with faculty, staff and student members. The student will have 48 hours (business hours) from receipt of their letter to contact the Director of Residence Life and Judicial Affairs to request a board hearing. Upon doing so, the Director will schedule and notify the student of the board hearing time and location. Boards will be made up of 1 faculty, 1 faculty or staff, a student and a non-voting staff member. The 3 members will hear the case and make determination. All procedures for a board hearing will mirror the procedures for an administrative hearing.

5. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer or board if responsibility is determined based on the evidence available.

6. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney to assist the student in their hearing is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the administrative procedures and charges will be explained, documentation

Our Stories

Sam Trotman
Going 'everywhere'
Full story

SGA Tompkins Cortland Community College

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

7. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

8. In all cases, the burden of proof is “the preponderance of the evidence,” i.e. whether it is “more likely than not” that the violation occurred.

9. In determining a sanction, the judicial hearing officer will consider a student’s previous judicial violations as well as engagement in his or her academic program

10. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student in violation may appeal the hearing officer’s decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs or a hearing board, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks. The appeal officer will determine whether the appeal meets the grounds for an appeal, as well as, whether the decision should be changed.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Cases involving alleged dating violence, domestic violence, sexual assault, and stalking

The College will conduct a timely review of all complaints of dating violence, domestic violence, sexual assault, and/or stalking. Absent extenuating circumstances, review and resolution is expected to take place within thirty (30) calendar days from receipt of complaints.

Preliminary review of all complaints, including any necessary interviews to be conducted and necessary interim measures to be put into place,

will usually be completed within five days of receipt of the complaint.

The comprehensive review and investigation , including all interviews and gathering of evidence, is usually completed within 15 days of receipt of the complaints.

Results of the complaint from the hearing, decision and any sanctions, are typically issued within 25 days of of receipt of the complaint to both the complainant and the accused.

An appeal of the results must be submitted within 10 days of receipt of the written results by either the complainant or accused. Absent extenuating circumstances, decisions on appeals are typically issued within 14 calendar days of submission of the appeal.

Interim Measures
Throughout the time of this process, the College will take interim measures to ensure the safety of the complainant. This may include adjustments to academic schedules, changes in housing assignments, cease and desist orders and/or summary actions (removal or suspension) against the accused. The Office of Residence Life and Judicial Affairs will promptly review any interim measure (cease and desists, summary suspensions or removals, or others) at the request of either the accused individual or the reporting/affected individual. The individuals can submit evidence to support their request to the Director of Residence Life and Judicial Affairs.

Extensions
All deadlines and time requirements may be extended for good cause as determined by the Director of Residence Life and Judicial Affairs. Both parties will be notified in writing of the delay, the reason for delay and provided the date of the new deadline or event. Extensions will not be longer than 5 business days.

Evidence
Evidence to be presented by either party during the hearing on the charges must be shared with other party at least two business days in advance of the hearing. The hearing officer of the case shall make the final decision related to all admissibility of all evidence.

Right to Advisors
Both parties in these cases have a right to an advisor during their conduct hearing and any related meetings. Advisors may speak privately to their advisee during the proceeding, but may not represent the student.

Sanctions
The College considers dating violence, domestic violence, sexual assault, and stalking as extremely serious violations and subject to suspension or expulsion from the College. Students found responsible for these crimes who are suspended or expelled will receive a notation of their transcript indicating that they were suspended or expelled after a finding of responsibility for a code of conduct violation. Students who withdraw from the college while such conduct charges are pending and decline to complete the disciplinary process will receive a notation on their transcript indicating that they withdrew with conduct charges pending.

Retaliation
No member of the College community shall retaliate, intimidate, threaten, coerce, or otherwise discriminate against a person who files a complaint, serves as a witness, or assists or participates in a dating violence, domestic violence, sexual assault or stalking case in any manner. Participants who experience retaliation should report the incident to Campus Police or the Office of Residence Life and Judicial Affairs immediately.

Summary Removal from the College Housing System
The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College

The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the college or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Campus Police (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester

During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year. Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning

Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution

Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules

Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline will result in further disciplinary action.

Community Service

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Residence Hall Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Conduct Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College. Any student on conduct probation or with higher level of sanctioning will be reviewed prior to any travel on behalf of or with the college and before serving in any student leadership role on campus.

Residence Hall Reassignment

In the event that in the judicial hearing officer's assessment the student

and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal
The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College. Students on deferred suspension are not permitted to travel with or on behalf of the college (for class, internships, etc.) and are not allowed to hold formal student leadership positions on campus (club officers, mentors, etc.)

Suspension
Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared "Persona Non Grata" and must receive permission from the Office of Campus Police before entering onto all College properties until s/he is readmitted. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "suspended after a finding of responsibility for a code of conduct violation."

Expulsion
Permanent termination of the student's status at the College. Student is also declared "Persona Non Grata" and must receive permission from the Office of Public Safety before entering onto all College properties. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "expelled after a finding of responsibility for a code of conduct violation."

Sanctions for Alcohol and Other Drug Violations
Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; additional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to an Options group meeting.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to Tompkins Cortland.

Failure to complete sanctions
Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the

same type.

Parental Notification

In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment in the college.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades) or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Examples of this form of sexual harassment would include but

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

are not limited to:

- Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.
- Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.
- Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

- Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.
- Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).
- Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.
- Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.
- Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination/Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

- Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a complaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@tompkinscortland.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Director of Human Resources
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Darese Doskal, Director of Residence Life and Judicial Affairs
Tioga Hall, 844-8222, ext. 6591

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will complete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

Includes the filing of a formal complaint

Involves the appointment of a hearing panel

Calls for a formal investigation of all the elements of a complaint.

Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the

investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only. All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or Tompkins Cortland Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Dryden Mutual
Mutual benefit
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the College campus or affiliated with Tompkins Cortland. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the Tompkins Cortland community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the Tompkins Cortland community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

Office of Public Safety/Campus Police, Room 118, 844.6511

Carolyn Boone, Coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283

Sharon Dovi, Affirmative Action Officer, Room 219, 844.8222, Ext. 4251

Seth Thompson, Director of Diversity Education and Support Service, Room 187, 844.8222, Ext. 4358

Tompkins Cortland law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

orientation and throughout the year by the Office of Counseling, Career, Transfer Services.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Sexual Assault, Dating Partner Violence, Domestic Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the Tompkins Cortland community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking

This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct

This offense includes sexual intercourse without consent* and deviate sexual intercourse without consent*. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape

This series of offenses includes sexual intercourse with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent* due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act

This series of offenses includes oral or anal sexual conduct* with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching

This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse

This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent* due to physical helplessness, or due to the person being under the age of

Our Stories

Dryden Mutual
Mutual benefit
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Registration Open for Summer Classes
- Memorial Day Holiday
- Spring Academic Calendar
- Financial Aid Available for Summer Classes
- Planning to Graduate in August?
- Independence Day Holiday Break

consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Dating Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the "same family or household" include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Dating Violence is any violent crime committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined based on victim's statement with consideration of the length or the relationship, the type of relationship, and the frequency of the relationship.

Sections of the New York State Penal Law that relate to domestic or dating violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

- Disorderly Conduct
- Harassment
- Menacing
- Reckless Endangerment
- Criminal Obstruction of Breathing or Blood Circulation
- Strangulation
- Assault
- Any other offense that constitutes a crime against the person

*Consent in any of the above acts is defined as Affirmative Consent or a clear, unambiguous, knowing, informed, and voluntary agreement between all participants to engage in sexual activity.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, change your clothes or otherwise alter your physical appearance; contact Office of Campus Police immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim's fault.

Students have the right to pursue adjudication of crimes occurring on the Tompkins Cortland campus through criminal courts and/or through the college's internal disciplinary process (under the Student Code of Conduct). Tompkins Cortland police officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action
Where there is probable cause to believe the College's regulations

prohibiting sexual assault, domestic partner/dating violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Student Protections

The College will make every effort to be responsive and sensitive to the reporters of these serious crimes. Protection of the a student and prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the accuser and the respondent both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

Right of Appeal

The student in violation (or the reporting individual in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director

of Residence Life and Judicial Affairs, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate,

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

to enforce these regulations.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Student Bill of Rights

The State University of New York and the College are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College/University-wide and campus programs, activities, and employment. All victims/survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad:

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Options in Brief

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;
- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, see below Options for Confidentially Disclosing Sexual Violence).

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Registration Open for Summer Classes
Memorial Day Holiday
Spring Academic Calendar
Financial Aid Available for Summer Classes
Planning to Graduate in August?
Independence Day Holiday Break

Make a report to:

A title IX Coordinator

Campus Police;

Local law enforcement; and/or

Family Court or Civil Court.

Options for Confidentially Disclosing Sexual Violence

Tompkins Cortland Community College wants you to get the information and support you need regardless of whether you would like to move forward with a report of sexual violence to campus officials or to police. You may want to talk with someone about something you observed or experienced, even if you are not sure that the behavior constitutes sexual violence. A conversation where questions can be answered is far superior to keeping something to yourself. Confidentiality varies, and this document is aimed at helping you understand how confidentiality applies to different resources that may be available to you.

If you want to discuss a situation with someone who will not disclose any information to the college or police, you can speak with certain counselors in Counseling, Career and Transfer Services or with the medical professionals in the Student Health Center. Staff there can provide Title IX specific details.

Other staff and faculty on campus will share information with a Title IX Coordinator so they can investigate the situation and prevent further occurrences.

When a student desires no formal action and/or anonymity, Title IX Coordinators will still be required to investigate, but will do their best to keep that student's identity private.

If there is concern that this is an ongoing community danger, Campus Police may have to issue a campus alert. In doing so, they will make every effort to keep the reporting individual's information private.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TOMPKINS CORTLAND COMMUNITY COLLEGE

Catalog 2016-17

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW

it's free online

Past Academic Catalogs

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

Course Descriptions by Academic Year

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

News & Announcements

Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TOMPKINS CORTLAND COMMUNITY COLLEGE

Catalog 2016-17

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW

it's free online

Past Academic Catalogs

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

Course Descriptions by Academic Year

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

News & Announcements

Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Honors College

A Community of Scholars

Requirements

PSYC 103

Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.

Honors College Curriculum

The honors curriculum is available to students enrolled in a degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take 9 honors credits from across 3 of 4 categories: humanities, social science, science, and math. Honors courses are listed below and include several capstone classes (listed separately).

Humanities

ENGL 101H	ENGL 102H	ENGL 235H
ENGL 285H		

Social Science

SOCI 101H	PSYC 103H	HSTY 101H
HSTY 102H	HSTY 201H	HSTY 202H
ANTH 202H		

Science

BIOL 104	BIOL 105	CHEM 107
Chem 108	PHSC 104	PHSC 105
PSHC 211	PHSC 212	PHSC 213

Math

MATH 200	MATH 201

Capstone courses

ANTH/ENVS 295H	BIOT 295

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

Our Stories

Kelly Wessell
The place to teach
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at Tompkins Cortland. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Sustainability Designation

Sustainability Literacy Program

Earn a special sustainability designation with any Tompkins Cortland degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements

Requirements and approved electives (pdf)

Sustainability Efforts on Campus

Find out what faculty, staff and students are doing on campus

An Emerging Field

The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. The College's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements

To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

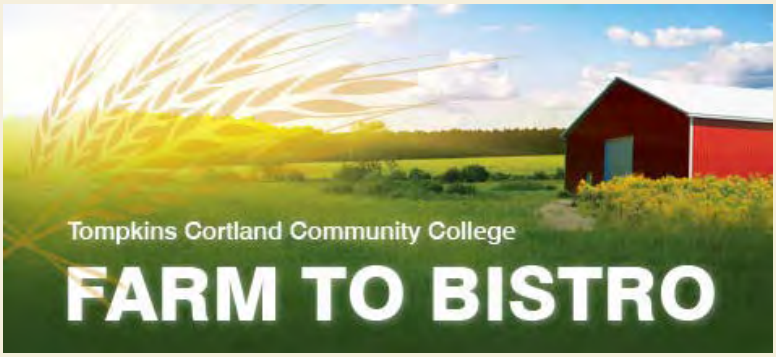
Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Farm to Bistro

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

Our Stories

Dryden Mutual
Mutual benefit
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from the College's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Disney College Program

Disney College Program

Note: This information is intended for current students. Students attending Tompkins Cortland Community College international partner schools should contact their school's international programs office for information about the Tompkins Cortland Disney International College Program.

What is it?

A full-time paid internship at Walt Disney World in Orlando, Florida. Students can receive academic credit while building their resume working for a Fortune 100 company.

Who is eligible?

The program is open to all college students. At Tompkins Cortland, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact Melinda Slawson in the Global Initiatives office to discuss visa regulations.

What areTompkins Cortland's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a Tompkins Cortland faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from Tompkins Cortland, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many Tompkins Cortland alumni have made careers with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

More than 20 different positions are available in Operations, Lodging, Food and Beverage, Retail/Sales, Recreation, and Entertainment. Students may be placed anywhere at the Walt Disney World Resort, including Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $9.00 to $9.43 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $79 to $109, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All Tompkins Cortland Disney students have the option of enrolling in BUAD 261- Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the Tompkins Cortland Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:

Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opportunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

Tompkins Cortland online courses:

Students who are thinking about taking a Tompkins Cortland online course in addition to BUAD 261 while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and

excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to Tompkins Cortland. The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($79 to $109 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the Tompkins Cortland Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the Tompkins Cortland Disney application to the Tompkins Cortland Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the Tompkins Cortland WDW pre-departure meeting to be scheduled by the Tompkins Cortland Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

Tompkins Cortland Disney Program Coordinator
Room 214
607.844.8222, Ext. 4258
Email Coordinator

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Study Abroad

We Offer Faculty Led Trips

Tompkins Cortland Community College sponsors short term programs in several different countries. New programs are always in the works.

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Why Study Abroad?

Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program

Meet with a Faculty Trip Leader to get course details and learn more about the process

Make an appointment with a representative from Financial Aid, room 101 as soon as you can

Apply for your passport (it takes several months)

Register for the appropriate course (In November for Spring, in April for Fall)

Begin to save your money! Apply for a Scholarship!

Submit all pre-departure documents ON TIME and

Attend mandatory Pre-Departure Orientations

Our Stories

Health Services
A healthy campus
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where the College does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Vector Scholars

Financial and academic support for committed students

The Vector Scholars program provides personalized support for students invested in their success, but in need of some financial and academic assistance.

Vector Scholar Info

Applying to be a Vector Scholar

Vector Scholars Peer Mentors (for continuing students only)

The program, which forges personal connections among participants and the Tompkins Cortland community with an intensive pre-semester program in the first fall and programming throughout enrollment, helps dedicated students to:

- Identify a clear academic direction
- Develop academic success skills
- Navigate a path to completion

Pre-Semester Program

The core of the experience is an intensive pre-semester program in August. All expenses for this will be paid (resident or commuter) for the pre-semester program while students join other new students, current students, and faculty and staff in a range of activities preparing them for a successful first semester at Tompkins Cortland.

The Benefits of Becoming a Vector Scholar

Discover and develop your strengths to apply them for college and career success.

Create early connections to the college community and resources.

Benefit from meeting faculty/staff mentors, peer mentors, and an assigned financial aid counselor.

Develop an academic plan and a personal roadmap to graduation and beyond.

Have the opportunity, in many cases, to accelerate any developmental coursework you need.

Receive a stipend for textbooks and other course materials each semester.

Receive ongoing support through your enrollment.

Have fun doing it all!

Requirements

Only 40 students will be accepted as Vector Scholars each year. They must be new, full-time students, meet income and academic preparedness requirements, and maintain good academic and judicial standing.

Our Stories

Jasmine Fields
An international education
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Applicants need to be 24 years of age or younger. Also, this must be the first semester of college OR applicants have previously earned 15 or fewer credits at Tompkins Cortland or another college and have been out of school for at least one semester. To see the full requirements visit the Applying to be a Vector Scholar page.

No Cost to Participate

There is **no cost** for participation in the program, but spaces are limited. All materials and program expenses will be provided. Pre-semester residence hall fees will be paid for residential students. Commuter students will receive transportation assistance.

The Vector Commitment

Scholars will actively participate in all required program activities (including some evening and weekend activities). Commitment will include full-time participation in activities during the pre-semester period approximately one and a half weeks before classes begin.

Scholars will be part of a small mentoring group.

Scholars will commit to attend and actively participate in all their classes.

Scholars will commit to actively take responsibility for their success at Tompkins Cortland.

For More Information

For more information contact Michelle Nightingale, 607.844.8222, Ext. 4441, or email Vector@tompkinscortland.edu.

Find out about becoming a Vector Scholars Peer Mentor (for continuing students only).

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Phi Theta Kappa

Phi Theta Kappa Honor Society

An honor society for two-year colleges

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

Member eligibility

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at the Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative grade point average of at least 3.5 and have completed 15 credit hours or more. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Transfer students who have completed at least one semester of coursework at Tompkins Cortland and who believe they have met the GPA and total credit requirements by a combination of Tompkins Cortland and prior college coursework should consult with one of the PTK advisors for a review of their academic record to determine membership eligibility status.

Non-members participating in PTK activities

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK activities and meetings

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the College chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

The Tompkins Cortland chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy and the role of competition in education and the lives of students.

The Tompkins Cortland chapter is also committed to many service projects, such as organizing road side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and international Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK advisors

PTK advisors Katrina Campbell or Hal Brown can be contacted at PTK@tompkinscortland.edu.

Once you receive your invitation from Tompkins Cortland

Membership fee

The membership fee is a one-time fee. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through graduation, transfer or other means.

You may be able to find help covering your membership fee. Please talk to one of the advisors for more information.

Financial Benefits of Phi Theta Kappa

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, requirements for PTK-sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at the College can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarship, although any help with, participation in, and attendance at PTK events is always appreciated.

Induction

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College president provost, and the dean of instruction. Chapter officers and advisors, often joined by faculty and members of the board of trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

Making the Most of your Membership

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will also provide information about international PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow PTK members from Tompkins Cortland and other colleges, and to get the most out of your academic work!

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Spring 2017

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 16 (M)
Faculty Returns — January 19 (R)
Classes Begin — January 25 (W)
Early Student Progress Reports Due — February 24 (F)
Mid-Winter Break - No Day or Evening Classes — March 2-3 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 2 (R)
Spring Break - No Day or Evening Classes — March 20-March 25 (M-A)
Spring Day - College Holiday — March 24 (F)
Prospective Student Open House — April 7 (F)
Registration Day - No Day Classes — April 12 (W)
*Final Exam Week — May 15-19 (M - F)
Classes End — May 19 (F)
Grades Due — May 22 (M)
Nursing Recognition Ceremony — May 23 (T)
Commencement — May 25 (R)

Session Specific Dates

15-week classes
January 25 – May 19
last day to add — February 7 (T)
last day to drop — February 14 (T)
last day to withdraw W — April 6 (R)
last day to withdraw WP/WF — May 9 (T)

First 5-week classes
January 25 – February 28
last day to add — January 27 (F)
last day to drop — January 31 (T)
last day to withdraw W — February 14 (T)
last day to withdraw WP/WF — February 23 (R)

Second 5-week classes
March 1 - April 14
last day to add — March 7 (T)
last day to drop — March 9 (R)
last day to withdraw W — March 30 (R)
last day to withdraw WP/WF — April 10 (M)

Third 5-week classes
April 17 – May 19
last day to add — April 19 (W)
last day to drop — April 21 (F)
last day to withdraw W — May 5 (F)
last day to withdraw WP/WF — May 12 (F)

First 7 ½-week classes
January 25 – March 17
last day to add — January 31 (T)
last day to drop — February 2 (R)
last day to withdraw W — February 23 (R)
last day to withdraw WP/WF — March 14 (T)

Second 7 ½-week classes
March 27 – May 19
last day to add — March 31 (F)
last day to drop — April 5 (W)
last day to withdraw W — April 27 (R)

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

last day to withdraw WP/WF — May 12 (F)

Late Start classes
March 1 – May 19
last day to add — March 13 (M)
last day to drop — March 16 (R)
last day to withdraw W — April 21 (F)
last day to withdraw WP/WF — May 12 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

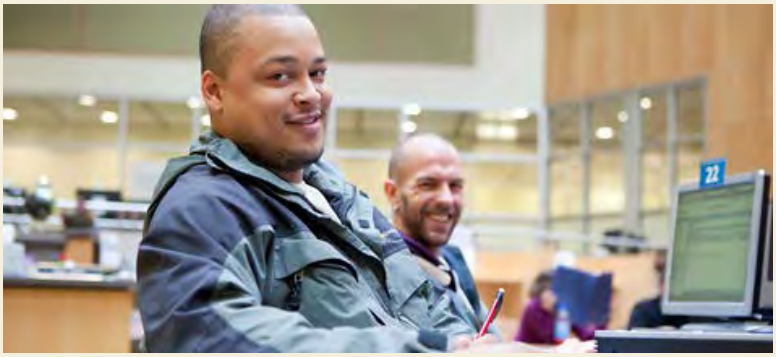
Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Online Learning

Online Learning



Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your Tompkins Cortland online course using any Internet connection, anytime, anywhere.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

Degrees Offered Fully Online

These degree programs can be completed fully online:

- Accounting, A.A.S., Certificate
- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Hotel and Restaurant Management, A.A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.S.
- Business Administration, A.S.
- Chemical Dependency Counseling, A.A.S.
- Entrepreneurship, A.A.S.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

International Business, A.S.

Liberal Arts and Sciences: Adolescent Education, A.S.

Liberal Arts and Sciences: General Studies, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Sport Management, A.S.

Wine Marketing, A.A.S.

For more information about taking online courses, Email OnlineLearning@tompkinscortland.edu or call 607.844.8222, ext. 4399

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of the College's program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Transfer Assistance

Visit the Counseling, Career, and Transfer Services office for transfer assistance.

Graduate Profile

Graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- New Media

Alfred University

- Liberal Arts and Sciences: General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences: General Studies

Binghamton University

- Accounting
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Humanities
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women and Gender Studies
- Nursing
- Paralegal
- Sport Management

Buffalo State College

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Biotechnology

Broadcast Production

Communication and Media Arts

Criminal Justice

Digital Cinema

Engineering Science

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Photography

Canisius College

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Cazenovia College

Criminal Justice

Liberal Arts and Sciences: General Studies

Clarkson University

Engineering Science

College of St. Rose

Columbia University

Liberal Arts and Sciences: Math/Science

Cornell University

Biotechnology

Business Administration

Chemical Dependency Counseling

Computer Science

Creative Writing

Digital Cinema

Engineering Science

Environmental Studies

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Humanities

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

New Media

Paralegal

Photography

The Culinary Institute of America

Culinary Arts

CUNY Brooklyn College

Elmira College

Early Childhood

Human Services

Nursing

Empire State College

Accounting

Business Administration

Chemical Dependency Counseling

Construction and Environmental Technology

Human Services

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Nursing

Paralegal

Fashion Institute of Technology

Graphic Design

Hilbert College

Criminal Justice

Paralegal

Hobart and William Smith Colleges

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Hunter College, City University of New York

Human Services

Ithaca College

Accounting

Broadcast Production

Business Administration

Chemical Dependency Counseling

Communication and Media Arts

Computer Information Systems

Computer Science

Creative Writing

Digital Cinema

Early Childhood

Environmental Studies

Graphic Design

Human Services

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Photography

Recreation: Outdoor Recreation

Recreation: Recreation Leadership

Sport Management

John Jay College of Criminal Justice

Criminal Justice

Keuka College

Computer Support Specialist

Early Childhood

Human Services

Nursing

New York University

Creative Writing

Digital Cinema

Pratt Institute
- Graphic Design

Paul Smith's College
- Culinary Arts

Roberts Wesleyan College
- Early Childhood

Rochester Institute of Technology
- Biotechnology
- Computer Information Systems
- Computer Science
- Construction and Environmental Technology
- Engineering Science
- Graphic Design
- Liberal Arts and Sciences: Math/Science
- New Media
- Photography

St. John's University
- Liberal Arts and Sciences: Social Science

St. John Fisher College
- Broadcast Production
- Communication and Media Arts
- Sport Management

Stony Brook University
- Liberal Arts and Sciences: Women and Gender Studies

SUNY College at Brockport
- Business Administration
- Chemical Dependency Counseling
- Computer Science
- Creative Writing
- Criminal Justice
- International Business
- Liberal Arts and Sciences: Women and Gender Studies
- Paralegal
- Recreation: Exercise Studies
- Recreation: Recreation Leadership
- Sport Management

SUNY College at Cobleskill
- Biotechnology
- Liberal Arts and Sciences: General Studies

SUNY College at Canton
- Human Services
- Liberal Arts and Sciences: General Studies
- Paralegal

SUNY College at Cortland
- Accounting
- Biotechnology
- Broadcast Production
- Business Administration
- Chemical Dependency Counseling

Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women and Gender Studies
New Media
Paralegal
Photography
Recreation: Exercise Studies
Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry

Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences: Math/Science

SUNY College at Fredonia

Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
New Media

SUNY College at Geneseo

Communication and Media Arts
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women and Gender Studies

SUNY College at Oneonta

Business Administration
Communication and Media Arts
Criminal Justice

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

New Media

SUNY College at Oswego

Broadcast Production

Business Administration

Communication and Media Arts

Criminal Justice

Digital Cinema

Graphic Design

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Photography

SUNY College at Plattsburgh

Broadcast Production

Chemical Dependency Counseling

Culinary Arts

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Humanities

Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Women and Gender Studies

Recreation: Recreation Leadership

SUNY College at Potsdam

Computer Science

SUNY College at Purchase

Broadcast Production

Creative Writing

Liberal Arts and Sciences: Women and Gender Studies

SUNY Delhi

Business Administration

Culinary Arts

Nursing

SUNY Institute of Technology

Accounting

Computer Information Systems

Engineering Science

Sport Management

SUNY Morrisville State College

Recreation: Exercise Studies

SUNY New Paltz

Communication and Media Arts

Early Childhood

Graphic Design

International Business

Liberal Arts and Sciences: Women and Gender Studies

Photography

SUNY Upstate Medical University
- Biotechnology
- Nursing

Syracuse University
- Chemical Dependency Counseling
- Digital Cinema
- Graphic Design
- Human Services
- Liberal Arts and Sciences: General Studies
- Paralegal
- Sport Management

Utica College
- Nursing
- Paralegal

Wells College
- Computer Science
- Criminal Justice
- Human Services
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women and Gender Studies
- Paralegal

Out of State Opportunities

Boston University
- Digital Cinema

East Stroudsburg University
- Graphic Design

Emerson College
- Creative Writing
- Digital Cinema

Florida State University – College of Motion Picture Arts
- Digital Cinema

Full Sail University
- Broadcast Production

Green Mountain College
- Recreation: Outdoor Recreation

Indiana University at Indianapolis
- Sport Management

Jefferson School of Health Professions
- Biotechnology

Johnson & Wales
- Culinary Arts

Johns Hopkins University
- Engineering Science

Lock Haven University
- Recreation: Outdoor Recreation
- Recreation: Recreation Leadership

Mansfield University
- Liberal Arts and Sciences: General Studies
- Sport Management

Ohio Wesleyan
Sport Management

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences: General Studies

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences: Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of New England
Environmental Studies

University of Texas at Austin
Digital Cinema

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences: General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences: General Studies

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates

View All | Transfer (A.S.) | Transfer (A.A.) | Career (A.A.S.) | Certificate

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Culinary Arts
A.A.S. Degree

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Engineering Science
A.S. Degree

Entrepreneurship
A.A.S. Degree

Environmental Studies
A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management
A.A.S. Degree

Tompkins Cortland to Add New Degree Programs

Applied Science and Technology*
The new Applied Science and Technology A.A.S. degree program will give students the technical skills high-tech employers in our area need, right now.

more info

Human Services*
The new Human Services A.S. degree program will provide a solid foundation to students who plan to transfer for a bachelor's degree in human service or social work.

*programs are pending SUNY and New York State Education approval

more info

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

International Studies
A.S. Degree

Liberal Arts and Sciences: Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences: General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences: Humanities
A.A. Degree

Liberal Arts and Sciences: Math/Science
A.S. Degree

Liberal Arts and Sciences: Social Science
A.S. Degree

Liberal Arts and Sciences: Women and Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Sustainable Farming and Food Systems
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2016	Dryden	Evening
Summer	2017	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
CULI	DRAF	ECHD	ECON	EDUC
ELEC	EMT	ENGL	ENSC	ENVS
ESL	FITN	FREN	FSS	GEOG
GEOL	GERM	HLTH	HRMG	HSTY
HUMN	HUMS	IED	IRM	ITAL
MATH	METR	MUSI	NURS	OFFC
PARA	PARC	PHIL	PHSC	POSC
PSED	PSYC	RDNG	RECR	RUSN
SOCE	SOCI	SPAN	SPMT	WD
WGST	WINE			

Search

Guide to disciplines

Tompkins Cortland Community College offers many learning opportunities that incorporate current technologies. Please note that **any** course, even those primarily designed to be delivered in lecture format, may require online activity as part of the course. Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department

Our Stories

James Jacob
Family DNA Portraits
Full story

CAREER COACH
more than a job

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

chairperson, or the Dean of Instruction.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Fall 2017
- Winter 2018
- Spring 2018
- Summer 2018
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Academic Calendar

Academic Calendar

Tompkins Cortland offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Policies & Procedures > Academic Regulations

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Regulations

Transfer Credit Policy

Transfer courses are evaluated individually. Credits for all courses passed with a letter grade of C or higher at regionally accredited institutions and recorded on official transcripts will be evaluated and may be accepted for applicability to specific Tompkins Cortland degree or certificate requirements. College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the institution where the courses were taken is accredited by the Ministry of Education in that country. Grades and credits earned at another institution are not calculated into a student's grade point average at Tompkins Cortland.

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the College's website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Our Stories

Janelle Boyd
Her vision of success
Full story

Text the Library
607.545.4TC3

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Credit/Contact Hours

Following State University of New York (SUNY) regulations, Tompkins Cortland has adopted the following definitions and practices regarding credit and required contact hours.

A semester credit hour is normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

I. Lecture, seminar, quiz, discussion, recitation

A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom instruction with a normal expectation of two hours of outside study for each class session. Typically, a three-semester credit hour course meets three 50-minute sessions per week for fifteen weeks for a total of 45 sessions.

II. Activity supervised as a group (laboratory, field trip, practicum, workshop, group studio)

A semester credit hour is awarded for the equivalent of fifteen periods of such activity, where each activity period is 150 minutes or more in duration with little or no outside preparation expected. Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

III. Supervised individual activity (independent study, individual studio, tutorial)

a) One credit for independent study (defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member) will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

b) Credit for tutorial study (defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance) will be awarded on the basis of one semester hour credit for each equivalent of fifteen contact hours of regularly scheduled instructional sessions."

Credit/Contact Hour Source: SUNY Policy
Document Number: 1305
Effective Date: June 30, 1976

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising Tompkins Cortland faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the

Academic Records Office regarding degree status. A student who applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Up to three fitness credits may be applied toward unrestricted elective requirements in any degree program.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in

advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Student Services

Our mission is student success, and the Tompkins Cortland community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to Tompkins Cortland, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about the College's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

Tompkins Cortland offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at Tompkins Cortland, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, the College is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty

Meet Our Faculty

Ansbro, Marianne
Professor, Coordinator of Disney Program

Barros, Jessica
Assistant Professor, English

Bethoney, Danielle
Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena-Cook, Milagros
Professor, Nursing

Cerretani, Susan
Professor, English

Chase, Lawrence
Professor, Business

Curran, Kerry
Instructor, English

Decker, Aaron
Instructor, English

Ensign, Mary Ellen
Assistant Professor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Associate Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Professor, Mathematics

Gilewski, Amber
Associate Professor, Psychology

Gold, Darlene, Ph.D.
Professor, English

Grossman, Richard
Professor, Reading

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Jacob, James R., Ph.D.
Professor, Biology

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Johnson, Kimari
Associate Professor, English

Kalata, Brian
Assistant Professor, Culinary

LaMontain, Jasmine
Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Littell, Harry
Associate Professor, Photography

Martin, Angela
Instructor, English as a Second Language

Mathers, Anndrea
Assistant Professor, English

McCabe, Tim
Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Associate Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moore, Paula
Professor, Nursing

Moose, Barbara
Assistant Professor, Nursing

Moser, Sandra
Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pastorello, Karen, Ph.D.
Professor, History

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.
Professor, Psychology

Regula, Anna
Associate Professor, Reading

Reid, Taylor, Ph.D.
TC3 Farm Education Director

Sambolec, Eric, Ph.D.
Professor, Psychology

Sammis, Carol
Associate Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.

Professor, Nursing

Seager, Brandon
Assistant Professor, Wine Marketing

Seyfried, Lisa
Assistant Professor, Nursing

Shanks, Christine
Assistant Professor, Graphic Design

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Associate Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Snyder, David
Professor, Sport Management

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Associate Professor, Hotel and Restaurant Management

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Testa, Paul
Professor, Construction Technology

Troyer, John
Instructor, English

Vande Berg, Travis, Ph.D.
Professor, Sociology

Wessell, Kelly, Ph.D.
Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > General Education

General Education

SUNY General Education

All Approved Courses

CRITICAL THINKING

Graduates will:

Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.

Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

Graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

Ggraduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

Tompkins Cortland Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

Graduates will:
Begin to understand how their lives shape and are shaped by the

Our Stories

Ashlee Seals
A true woman of excellence
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

complex world in which they live.

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Internships/Experiential Learning

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many Tompkins Cortland programs feature internship opportunities.

Internship options by degree program area

Business Administration
BUAD261: Walt Disney World College Program

Chemical Dependency Counseling
CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts
COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems
CIS230: Computer Information Systems Internship

Computer Support Specialist
CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama
ENGL271: Writing Internship

Creative Writing-Screenwriting
ENGL271: Writing Internship

Criminal Justice
CRJU230: Criminal Justice Internship

Early Childhood
ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship
BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management
HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services
HUMS230: Human Service Internship

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

>

Office Management and Administration

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 101)

170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Fall and Spring Semester

Monday–Thursday, 8 a.m.–8 p.m.
Friday, 8 a.m.–2 p.m.
1.607.272.3025

Cortland Extension Center

157 Main Street
Cortland, NY
607.756.5275

Fall and Spring Semester

Monday–Thursday, 8 a.m.–8 p.m.
Friday, Closed
1.607.756.5275

Register Online

You can register online if you meet certain criteria and are authorized by your advisor.

Sign in to myTC3 and select myINFO

Select "Register," then select "Register for Courses"

Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment/Prerequisites

Our Stories

Marc Harrison
Inspiration at any age
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at Tompkins Cortland. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email or call the Enrollment Services Center

Call 607.844.6580 or Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes. The College offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add"

period specified for each academic session. To enroll in a course once the “add” deadline has passed, students are required to obtain the Dean of Instruction’s signature in addition to their advisor and instructor’s signatures.

Dropping / Withdrawing Courses

You may drop courses with your advisor’s approval through the end of the “drop” period specified for each academic session. After the “drop” deadline has passed, a grade of “W” will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student’s degree program and not offered at Tompkins Cortland at any time. Students at Cortland may cross-register for one course at Tompkins Cortland as well.

Grades earned in such courses will not appear on the Tompkins Cortland transcript, nor will they count toward a student’s GPA at Tompkins Cortland. Students are responsible for having official transcripts sent to the College after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of “X” will be made on the student’s academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. You will be responsible to pay the fees. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject

to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at Tompkins Cortland if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at Tompkins Cortland will be approved. Contact the Academic Records Office for further information.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

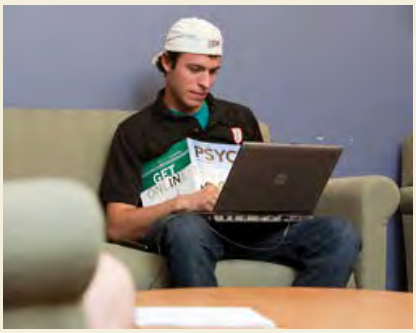
Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Honors College

PSYC 103, Introduction to Psychology Honors Option



If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Our Stories

Vanessa Wikel
Finding her own path
Full story

CAREER COACH
more than a job

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Successful completion means earning a minimum grade of 85 out of 100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tompkinscortland.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 101.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Culinary Arts

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Culinary Arts

(HEGIS: 5404)

A.A.S. Degree

[redacted]

The Culinary Arts program teaches aspiring hospitality and culinary students the “farm-to-table” concept driving menus in some of the finest restaurants worldwide. Utilizing products from the College’s own organic farm as part of the College’s innovative Farm to Bistro concept, students will be immersed in the practices of “gastronomy” as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College’s downtown Ithaca culinary center Coltivare, complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer institutions include:

- Paul Smith's College
- Johnson & Wales
- SUNY College at Plattsburgh
- SUNY Delhi
- The Culinary Institute of America

For specific transfer information, contact the Program Chair.

Program Chair
Brian Kalata
Assistant Professor (Culinary)
Email

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sustainable Farming and Food Systems

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Sustainable Farming and Food Systems

(HEGIS: 5499)

A.A.S. Degree

[redacted]

The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on the College's main campus and work closely with food retailers, restaurants, as well as the College Eatery and the College's Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro concept.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Taylor Reid, Ph.D.
TC3 Farm Education Director
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Wine Marketing

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate

[redacted]

A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- Hands-on experience through the College's Farm to Bistro concept. Wine Marketing students will get real-world experience pairing wines with meals at Coltivare, the College's downtown Ithaca restaurant and culinary center – supplied with fresh produce from the College's organic farm.
- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career options

Certificate(s)

Wine Marketing, requirements, career options

Internship Opportunities
Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities
The wine marketing program prepares graduates for careers in wine

Our Stories

Farm to Bistro
Sustainable innovation
Full story

Delhi
STATE UNIVERSITY of NEW YORK

SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College

You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Brandon Seager
Assistant Professor (Wine Marketing)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Hotel and Restaurant Management

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

[redacted]

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. The degree also benefits from the College's innovative Farm to Bistro concept – the College will operate an organic farm adjacent to campus and provide produce to the College's downtown Ithaca restaurant and culinary center, Coltivare. Tompkins Cortland Community College is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, short courses including proctored exam for certification in Food Safety and Alcohol service from the National Restaurant Association known as SERVSAFE, round out the completion of the degree program. Individuals who are seeking these credentials are welcome to register for these classes.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career

Our Stories

Sam Trotman
Going 'everywhere'
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

options

Career Opportunities
The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options
Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many of our Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the Tompkins Cortland Community College campus.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Study Abroad > Cambodia

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Cambodia - English and Anthropology

Be transformed, and experience Cambodia in the heart of Southeast Asia

Be a part of a unique collaboration among Tompkins Cortland, Cornell, and the Center for Khmer Studies. Explore Angkor Wat, local villages, and outdoor markets. Learn about the Khmer Rouge and its lasting effects on Cambodian society. Taste traditional foods, interact with local people, view the beautiful countryside, and be transformed.

Date: January 2017

Travel Fee: Approximately $3,000

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Travel Fee Includes

- Transportation to JFK and in country
- Round-trip airfare
- Lodging
- Some meals
- Entrance/admission to all attractions
- Mandatory travel health insurance

Not included in the trip fee: Passport fees, vaccination costs, some meals, personal spending money, tuition (included in your fall course load), and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $300 minimum for personal spending and other meals.

Funding Your Study Abroad Program

Students may be eligible for scholarships through the Tompkins Cortalnd Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Register in Spring | Fall semester courses | Travel in January

Courses Offered

English 149, Transformative Travel Writing, 3 credits
ANTH 260, Fieldwork in Anthropology, 3 credits

Instructors

Susan Cerretani | Professor of English
Susan teaches the Transformative Travel Writing Course (ENGL 149) and has traveled with Tompkins Cortland students to Ireland, Ecuador, and Cambodia. Contact Susan by calling 607.844.8222, Ext. 4286 or by email.

Christine Iacobucci |Christine holds a PhD in Sociology from SUNY Albany. She took her first trip out of North America on a study abroad to Ireland. Since then she's traveled to France, Germany, Luxembourg, Belgium, Iceland, England, and Australia. Christine is very excited for the opportunity to travel with Tompkins Cortland students to Cambodia. Contact Christine by email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Study Abroad > Ireland

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Ireland: Literature & History

[redacted]

Experience the Literature and History in the Land of Stories

Earn six college credits while experiencing the rich heritage of Ireland. Escaping conquest by Rome, Ireland has retained much of its tribal past in its contemporary culture, in the shrill strains and mournful undertones of its music, and in the warm, communal, and genuine hospitality of its people.

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Go off the beaten path with experienced professors

Tour authentic medieval castles and monasteries

Visit two World-Heritage sites: The passage tomb of Newgrange (older than the Pyramids of Giza, Egypt) and the majestic Cliffs of Moher.

Read Irish literature in the landscapes where Irish writers drew their inspirations

Walk the battlefields that changed Irish history and the cobblestone streets and markets of Dublin and Galway

See world-class museums and heritage centers

Register in Spring | Fall semester courses | Travel in January

Travel Fee: Approximately $2,600

Travel Fee Includes

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Two weeks in modern youth hostels and inns (share rooms with other participants)

Round-trip airfare

Transportation to/from the airport

In-country breakfasts

Entrance/admission to all attractions

Mandatory travel health insurance

Not included in the trip fee:
Passport fees, any vaccination costs, daily lunches and dinners, tuition, and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 minimum for personal spending and other meals.

Funding Your Study Abroad Program

Information on scholarships and other possible funding sources for Tompkins Cortland students is available in the Office of Global Initiatives, room 230.

Receive 6 credits for this trip

English 250, Field Studies in Literature, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Kimari Johnson | Professor of English
Kimari teaches the Field Studies in Literature course and has traveled extensively. She also is especially fond of
Irish Literature. Contact Kimari at 607.844.8222, Ext. 4332, or by Email.

Keith Millman | Professor of New Media
Keith is one of the instructors leading the trip in Ireland. He teaches in the Arts programs and has previously traveled with students to Ireland. Contact Keith at 607.844.8222, Ext. 4206, or by Email.

John Sheehan
John teaches the History of Ireland course, as well as other Liberal Arts courses at Tompkins Cortland. He has traveled with Tompkins Cortland students to Ireland for the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Study Abroad > Nicaragua

Looking for Adventure?
Come with us to Nicaragua this winter!

Join our team for a 15-day immersion in Nicaraguan life and culture with a focus on health care.

Date: travel for 16 days around January 1-16, 2017

Cost: $2,600

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Travel Fee Includes:

- roundtrip airfare from Syracuse, New York to Managua, Nicaragua
- 15 nights of accommodations
- All meals and non-alcoholic beverages
- Transportation from Managua to Puerto Cabezas, and all other in-country transport

Our Stories

Blaze Sanders
Big dreams
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

- Translation services
- Cultural activities
- Workshop and activity supplies
- Insurance (mandatory)

Not included in the travel fee: passport fees, vaccination costs, any applicable baggage fees imposed by the airlines, personal spending money (estimated $300) or tuition for associated courses.

Scholarships: Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact Instructors or the Study Abroad Coordinator (Global Office, room 230) for more information about scholarship opportunities.

Activities

Join our team for a 15-day immersion in Nicaraguan life and culture, with a focus on health care. You will engage in a full spectrum of activities as both student and educator as you participate in service learning and exchange with our Nicaraguan partners. Activities may include health clinics in remote indigenous communities, teaching projects at local health care facilities, cultural activities, and much more.

Our goal for this service-learning course is to provide you with a deeper understanding of the reality of healthcare in a resource constrained setting. This includes development of an understanding of the cultural, environmental, and social realities faced by Nicaraguans on a daily basis.

The Atlantic coast of Nicaragua provides a unique and diverse setting for our group. For more than 20 years, Tompkins Cortland has been travelling to Puerto Cabezas, the capital city of RAAN. Our history of service and learning in the community makes this experience unique and deeply rewarding for both our group and our Nicaraguan collaborators.

Register in Spring | Fall semester courses | Travel in January

Courses Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore, RN, CNM, MSN
In 2017, Paula Moore will lead this trip for the ninth year. Paula teaches the international health on-site as well as many other nursing courses at Tompkins Cortland. She has been traveling and teaching the Nicaragua service learning trip to Tompkins Cortland students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by email.

Paul Treadwell
Paul Treadwell will be leading the group for the third time. With seven years experience leading trips to Nicaragua, Paul has developed a deep understanding of the history and culture of Nicaragua. His focus is on providing rich and meaningful learning experiences for trip participants. He also works at Cornell University where he is engaged in the development of online learning courses for adult learners. Contact Paul by email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Spain: Art and History in Modern Spain

Experience the vibrant culture of Madrid and Barcelona

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Our travel experience will focus on world-class museums and urban historical development of the two cities.

Travel Dates: January 3-13, 2018. Ten days of travel with eight full days in Spain with focus on Madrid and Barcelona.

Cost: $1800

Program Cost Includes

Bus transportation from Tompkins Cortland to New York-area airport and round-trip airfare from New York to Barcelona

Train from Madrid to Barcelona

Museum entry fees

Lodging in furnished apartments

Mandatory health and emergency insurance

Not included in the travel fee: all meals and souvenirs and some in-country transportation are the responsibility of the student. Budget an additional $600 at minimum for food, incidental expenses and some transportation.

Funding Your Study Abroad Program

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact Instructors or the Study Abroad Coordinator (Global Office, room 230) for more information about scholarship opportunities.

Experience Spain in a Whole New Way

Explore Barcelona's imaginative architecture

Walk Spain's capital, Madrid, and visit major museums and historical sites

Sample traditional Spanish cuisine

Shop the famous Las Ramblas district of Barcelona

Actively participate in modern

Our Stories

Health Services
A healthy campus
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Spanish culture

Course Offered

ART 102, 3 credits
History and Appreciation of Art II (SUNY General Education #8)

HSTY 262, 3 credits
Topics in Modern Spain (SUNY General Education #5)

Register in Spring | Fall semester courses | Travel in January

For More Information, Contact the Trip Leaders

Randi Millman-Brown, M.A., Adjunct Instructor of Art
Randi Millman-Brown has a B.A. in Art Studio & Photography and an M.A. in Art History. She has been teaching Art History and the History of Photography courses at Tompkins Cortland for the past 10 years. She is an art and architectural historian, photographer and travel writer. Contact Randi by email.

David Flaten, Ph.D., Professor of History and Political Science
Dave is interested in the dynamic history of modern Spain, working to integrate student understanding of the human, and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Study Abroad > Colombia

Colombia - Ecology and History

See the Amazon and the Andes.

Date: Late May - early June, 2017

Cost: Approximately $3500

Open to all Tompkins Cortland students. Limited space available. Registration is by permission only.

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health
- Spain: Art & History

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Program Cost Includes

- 14 nights in local hostels/hotels
- Round trip airfare
- All local transportation and guide fees
- 14 meals (one meal a day)
- HTH International Insurance (mandatory)

Does Not Include

Passport and Visa Fees

Vaccination costs

Any applicable baggage handling fees imposed by the airlines

Any entrance or exits taxes into/out of the destination country

Additional meals

Personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

Activities

Our Stories

Marc Harrison
Inspiration at any age
Full story

CAREER COACH
more than a job

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

This course explores the diversity of Colombian landscapes and cultures. We will begin in the city of Cali, one of the major economic and industrial centers of the country. From there, we will explore the cloud forests of the Central Andes by horseback, canoe the flooded forests of the Amazon, and snorkel or scuba dive among the Caribbean reefs. Throughout the trip, we will focus on the intersection of environment and culture in order to enrich our understanding of this diverse country.

[redacted]

Funding Your Study Abroad Program

Information on scholarships and other possible funding sources for students is available in the Office of Global Initiatives, room 230.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an aquatic ecologist who has co-led this trip since its inception four years ago. He is a dedicated teacher and an enthusiastic advocate for tropical ecosystem conservation. Contact Kelly by calling 607.844.8222, Ext. 4235 or by Email.

Dr. David Flaten
is interested in the dynamic history of modern Colombia, working to integrate student understanding of the human and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Italy: Culture & Cuisine

Date:Late May - early June, 2017
Cost: Approximately $5100

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Health insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the Office of Global Initiatives, room 230.

Activities

Arrive in Rome for orientation and sightseeing. Travel north through the countryside to Tuscany, then on to Florence, all while exploring

Our Stories

Sam Trotman
Going 'everywhere'
Full story

Text the Library
607.545.4TC3

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

the culture, art, artifacts, and architecture of Italy. Experience hands-on cooking and wine classes taught by world-class Italian chefs
and instructors from the Apicius International School of Hospitality. Stroll the local farm markets, and learn how the “Mediterranean diet” has sustained the people of Italy and become an international phenomenon.

Course Offered

HRMG 220, **3 credits**
International Culture and Cuisine

ANTH 261, **3 credits**
Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management Program at Tompkins Cortland. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 122, at 607.844.8222, Ext. 4281 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Fall 2016

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 17 (W)
New students move into Residence Halls — August 21
Continuing students move into Residence Halls — August 23
Classes Begin — August 24 (W)
Labor Day - College Holiday — September 5 (M)
Early Student Progress Reports Due — September 23 (F)
Fall Break - No Day or Evening Classes — October 7-11 (F-T)
Fall Day (All College Retreat) — October 11 (T)
Prospective Student Open House — November 4 (F)
Registration Day - No Day Classes — November 10 (R)
Thanksgiving- No Day or Evening Classes — November 23-26 (W-A)
Graduate Recognition Ceremony — December 9 (F)
*Final Exam Week — December 12-16 (M-F)
Classes End — December 16 (F)
Grades Due — December 19 (M)

Session Specific Dates

15-week classes
August 24 – December 16
last day to add — September 7 (W)
last day to drop — September 14 (W)
last day to withdraw W — October 28 (F)
last day to withdraw WP/WF — December 5 (M)

First 5-week classes
August 24 – September 28
last day to add — August 26 (F)
last day to drop — August 30 (T)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes
September 29 – November 7
last day to add — October 3 (M)
last day to drop — October 5 (W)
last day to withdraw W — October 24 (M)
last day to withdraw WP/WF — November 2 (W)

Third 5-week classes
November 8 – December 16
last day to add — November 11 (F)
last day to drop — November 15 (T)
last day to withdraw W — December 2 (F)
last day to withdraw WP/WF — December 9 (F)

First 7 ½-week classes
August 24 – October 18
last day to add — August 30 (T)
last day to drop — September 1 (R)
last day to withdraw W — September 23 (F)
last day to withdraw WP/WF — October 12 (W)

Second 7 ½-week classes
October 19 – December 16
last day to add — October 25 (T)
last day to drop — October 28 (F)
last day to withdraw W — November 21 (M)

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

last day to withdraw WP/WF — December 9 (F)

Late Start classes
September 30 – December 16
last day to add — October 12 (W)
last day to drop — October 18 (T)
last day to withdraw W — November 15 (T)
last day to withdraw WP/WF — December 9 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Winter 2017

General Dates

Classes Begin — December 20 (T)
Campus Holiday Break begins — December 23 (F)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Campus Holiday Break ends — January 2 (M)
Martin Luther King Day - College Holiday — January 16 (M)
Classes End — January 23 (M)
Final Grades due — January 24 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

December 20 (T) - January 23 (M)
Last day to add — December 21 (W)
Last day to drop — December 22 (R)
Last day to withdraw "W" — January 9 (M)
Last day to withdraw "WP/WF" — January 18 (W)

Our Stories

Derik Rich
A place to find yourself
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Summer 2017

General Dates

Memorial Day - College Holiday — May 29 (M)
Classes Begin — May 31 (W)
No Classes in Session — July 3 (M)
College Holiday - Independence Day — July 4 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session

May 31 (W) - June 30 (F)
Last day to add — June 2 (F)
Last day to drop — June 6 (T)
Last day to withdraw "W" — June 19 (M)
Last day to withdraw "WP/WF" — June 28 (W)

Second Five Week Day Session

July 5 (W) – August 4 (F)
Last day to add — July 7 (F)
Last day to drop — July 11 (T)
Last day to withdraw "W" — July 24 (M)
Last day to withdraw "WP/WF" — August 2 (W)

Eight Week Session

May 31 (W) – July 25 (T)
Last day to add — June 6 (T)
Last day to drop — June 9 (F)
Last day to withdraw "W" — June 30 (F)
Last day to withdraw "WP/WF" — July 19 (W)

Ten Week Session

May 31 (W) – August 4 (F)
Last day to add — June 7 (W)
Last day to drop — June 12 (M)
Last day to withdraw "W" — July 11 (T)
Last day to withdraw "WP/WF" — July 28 (F)

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Fall 2017

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 16 (W)
Classes Begin — August 23 (W)
Labor Day - College Holiday — September 4 (M)
Early Student Progress Reports Due — September 22 (F)
Fall Break - No Day or Evening Classes — October 6-10 (F-T)
Fall Day (All College Retreat) — October 10 (T)
Prospective Student Open House — November 3 (F)
Registration Day - No Day Classes — November 9 (R)
Thanksgiving- No Day or Evening Classes — November 22-25 (W-A)
Graduate Recognition Ceremony — December 8 (F)
*Final Exam Week — December 11-15 (M-F)
Classes End — December 15 (F)
Grades Due — December 18 (M)

Session Specific Dates

15-week classes
August 23 – December 15
last day to add — September 6 (W)
last day to drop — September 13 (W)
last day to withdraw W — October 27 (F)
last day to withdraw WP/WF — December 4 (M)

First 5-week classes
August 23 – September 27
last day to add — August 25 (F)
last day to drop — August 29 (T)
last day to withdraw W — September 13 (W)
last day to withdraw WP/WF — September 22 (F)

Second 5-week classes
September 28 – November 6
last day to add — October 2 (M)
last day to drop — October 4 (W)
last day to withdraw W — October 23 (M)
last day to withdraw WP/WF — November 1 (W)

Third 5-week classes
November 7 – December 15
last day to add — November 10 (F)
last day to drop — November 14 (T)
last day to withdraw W — December 1 (F)
last day to withdraw WP/WF — December 8 (F)

First 7 ½-week classes
August 23 – October 17
last day to add — August 29 (T)
last day to drop — August 31 (R)
last day to withdraw W — September 22 (F)
last day to withdraw WP/WF — October 11 (W)

Second 7 ½-week classes
October 18 – December 15
last day to add — October 24 (T)
last day to drop — October 27 (F)
last day to withdraw W — November 20 (M)
last day to withdraw WP/WF — December 8 (F)

Late Start classes

Our Stories

Carrie Buchanan
A tradition of service
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

September 29 – December 15
last day to add — October 11 (W)
last day to drop — October 17 (T)
last day to withdraw W — November 14 (T)
last day to withdraw WP/WF — December 8 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Winter 2018

General Dates

Classes Begin — December 19 (T)
Campus Holiday Break begins — December 25 (M)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Campus Holiday Break ends — January 2 (T)
Martin Luther King Day - College Holiday — January 15 (M)
Classes End — January 22 (M)
Final Grades due — January 23 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

December 19 (T) - January 22 (M)
Last day to add — December 21 (R)
Last day to drop — December 22 (F)
Last day to withdraw "W" — January 8 (M)
Last day to withdraw "WP/WF" — January 17 (W)

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Spring 2018

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 15 (M)
Faculty Returns — January 18 (R)
Classes Begin — January 24 (W)
Early Student Progress Reports Due — February 23 (F)
Mid-Winter Break - No Day or Evening Classes — March 1-2 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 1 (R)
Spring Break - No Day or Evening Classes — March 19-March 24 (M-A)
Spring Day - College Holiday — March 23 (F)
Prospective Student Open House — April 6 (F)
Registration Day - No Day Classes — April 11 (W)
*Final Exam Week — May 14-18 (M - F)
Classes End — May 18 (F)
Grades Due — May 21 (M)
Nursing Recognition Ceremony — May 22 (T)
Commencement — May 24 (R)

Session Specific Dates

15-week classes
January 24 – May 18
last day to add — February 6 (T)
last day to drop — February 13 (T)
last day to withdraw W — April 5 (R)
last day to withdraw WP/WF — May 8 (T)

First 5-week classes
January 24 – February 27
last day to add — January 26 (F)
last day to drop — January 30 (T)
last day to withdraw W — February 13 (T)
last day to withdraw WP/WF — February 22 (R)

Second 5-week classes
February 28 - April 13
last day to add — March 6 (T)
last day to drop — March 8 (R)
last day to withdraw W — March 29 (R)
last day to withdraw WP/WF — April 9 (M)

Third 5-week classes
April 16 – May 18
last day to add — April 18 (W)
last day to drop — April 20 (F)
last day to withdraw W — May 4 (F)
last day to withdraw WP/WF — May 11 (F)

First 7 ½-week classes
January 24 – March 16
last day to add — January 30 (T)
last day to drop — February 1 (R)
last day to withdraw W — February 22 (R)
last day to withdraw WP/WF — March 13 (T)

Second 7 ½-week classes
March 26 – May 18
last day to add — March 30 (F)
last day to drop — April 4 (W)
last day to withdraw W — April 26 (R)

Our Stories

Linda Pasto
Partners in possibility
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

last day to withdraw WP/WF — May 11 (F)

Late Start classes
February 28 – May 18
last day to add — March 12 (M)
last day to drop — March 15 (R)
last day to withdraw W — April 20 (F)
last day to withdraw WP/WF — May 11 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Summer 2018

General Dates

Memorial Day - College Holiday — May 28 (M)
Classes Begin — May 30 (W)
No Classes in Session — July 2-3 (M-T)
College Holiday - Independence Day — July 4 (W)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session

May 30 (W) - June 29 (F)
Last day to add — June 1 (F)
Last day to drop — June 5 (T)
Last day to withdraw "W" — June 18 (M)
Last day to withdraw "WP/WF" — June 27 (W)

Second Five Week Day Session

July 5 (R) – August 3 (F)
Last day to add — July 9 (M)
Last day to drop — July 11 (W)
Last day to withdraw "W" — July 24 (T)
Last day to withdraw "WP/WF" — August 1 (W)

Eight Week Session

May 30 (W) – July 24 (T)
Last day to add — June 5 (T)
Last day to drop — June 8 (F)
Last day to withdraw "W" — June 29 (F)
Last day to withdraw "WP/WF" — July 18 (W)

Ten Week Session

May 30 (W) – August 3 (F)
Last day to add — June 6 (W)
Last day to drop — June 11 (M)
Last day to withdraw "W" — July 10 (T)
Last day to withdraw "WP/WF" — July 27 (F)

Our Stories

Vanessa Wikel
Finding her own path
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2016
Winter 2017
Spring 2017
Summer 2017
Fall 2017
Winter 2018
Spring 2018
Summer 2018
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Course Search > Final Exam Schedule

Fall 2016 Final Exam Schedule

December 12 - 16 (Monday - Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule (Revised 12/07/2016)
List By Courses: PDF
List By Instructor: PDF

Finals Week Weather Policy:

In the event a day of classes is cancelled during Final Exam week, the day will be made up on the Friday of Final Exam week. If multiple days are missed during Final Exam week, the second day missed will be made up on the Monday of the following week and so forth.

In the event that we have a delay on any day during Final Exam week, the time blocks affected will be made up on the Friday of the Final Exam week. If multiple days have a delay during Final Exam week, the second day's time block(s) will be made up on the Monday of the following week and so forth.

Exams to be made up will be held at the same scheduled time and at the same scheduled location.

For more information, contact the
Academic Records Office
607.844.8222, Ext. 4339

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Study Abroad

We Offer Faculty Led Trips

Tompkins Cortland Community College sponsors short term programs in several different countries. New programs are always in the works.

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spain: Art & History

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Why Study Abroad?

Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program

Meet with a Faculty Trip Leader to get course details and learn more about the process

Make an appointment with a representative from Financial Aid, room 101 as soon as you can

Apply for your passport (it takes several months)

Register for the appropriate course (In November for Spring, in April for Fall)

Begin to save your money! Apply for a Scholarship!

Submit all pre-departure documents ON TIME and

Attend mandatory Pre-Departure Orientations

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

Delhi
STATE UNIVERSITY of NEW YORK
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where the College does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

The Open SUNY Readiness Guide

See how an online course works. Check your computer skills. Prepare for success in online courses.

Are you Ready?

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Benefits

The benefits of online learning go beyond mere convenience. You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

James Jacob
Family DNA Portraits
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by the College to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At Tompkins Cortland, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. Tompkins Cortland is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Taking an Online Course

You should have received a letter from the College with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myTC3 PASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select "Web Courses" link.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

Blackboard is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

The student computer recommendation lists what will meet or exceed the hardware requirements.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

Vanessa Wikel
Finding her own path
Full story

CAREER COACH
more than a job

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Degrees & Certificates > Accounting

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Accounting, requirements, career options

Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Visit Career Coach to explore career options related to:

- Accounting, A.S. degree
- Accounting, A.A.S. degree
- Accounting, Certificate

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Ithaca College
- Binghamton University
- University at Buffalo
- SUNY College at Cortland
- SUNY Oneonta
- SUNY Oswego
- SUNY Institute of Technology
- University of Texas San Antonio

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Empire State College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Gary Ford
Professor (Accounting)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Business Administration

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, certificates in Business Management and Executive Office Assistant are offered for those intending to pursue or advance their employment opportunities in a business-related occupation.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Business Management, requirements, career options
Executive Office Assistant, requirements, career options

Online Degree and Certificate

All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the the College's enrollment services center for specific information.

Career Opportunities

Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options

Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY Delhi
- Empire State College
- SUNY College at Fredonia

Our Stories

Hannah Wildenstein
Tompkins Cortland was a stepping stone for Hannah
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Ithaca College

SUNY College at Oswego

SUNY College at Oneonta

SUNY College at Brockport

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs
Larry Chase (A.A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.S. Degree)
Professor (Business)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Computer Information Systems

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Computer Support Specialist
(HEGIS: 5104)

A.A.S. Degree
As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options
While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology. Recent graduates have continued their education at:

Keuka College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Kelly Wessell
The place to teach
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

The State University of **New York**

Degrees & Certificates > Criminal Justice

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Criminal Justice, requirements, career options

Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Campus Police.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
Email

Our Stories

Randol Contreras

From the streets of the South Bronx to academia, Randol Contreras found his path at Tompkins Cortland.
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Paralegal

Paralegal
(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Paralegal Studies, requirements, career options

Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College

Our Stories

James Jacob
Family DNA Portraits
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Syracuse University

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Robert Sarachan
Professor (Paralegal)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Chemical Dependency Counseling

Chemical Dependency Counseling
(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at Tompkins Cortland Community College. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Chemical Dependency Counseling, requirements, career options

Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

Our Stories

Crystal Sanchez
A career, not just a job
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Binghamton University

SUNY College at Brockport

Cornell University

SUNY College at Cortland

Empire State College

Ithaca College

University of Phoenix

SUNY College at Plattsburgh

Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: General Studies

(HEGIS: 5649)

A.S. Degree, Certificate
This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

Program Requirements
(for those matriculating in 2016-2017)

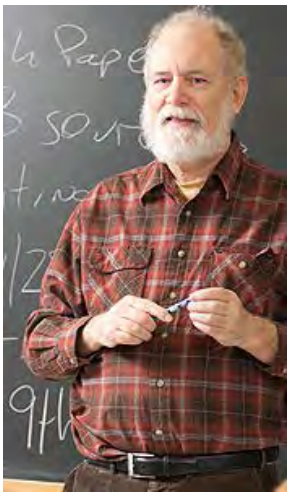
Degree(s)
A.S., requirements, career options

Certificate(s)
General Studies, requirements, career options

Transfer Options
Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah
- Wells College
- Western Kentucky University

Our Stories



English 98
Accelerated Development
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Entrepreneurship

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor (Economics/Business)
Email

Our Stories

Esther Williams
The thriving artist
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates > International Business

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

International Business

(HEGIS: 5001)

A.S. Degree
As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options
The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kevin Haverlock
Professor (Business)
Email

Our Stories

Holly McBean
Making her dream possible
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

Tompkins Cortland Community College offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.S.

Area

Adolescent Education (Teacher Education Transfer), requirements, career options

Childhood Education (Teacher Education Transfer), requirements, career options

Early Childhood Education (Teacher Education Transfer), requirements, career options

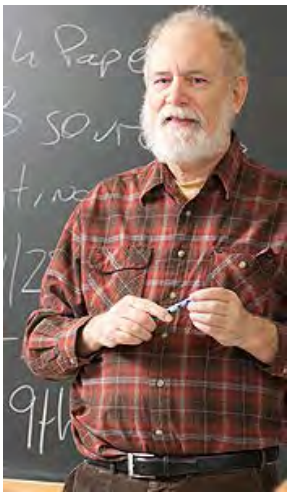
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in

Our Stories



English 98
Accelerated Development
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

childhood or early childhood education or in adolescence education:

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Associate Professor (Early Childhood Education)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Liberal Arts and Sciences: Humanities

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

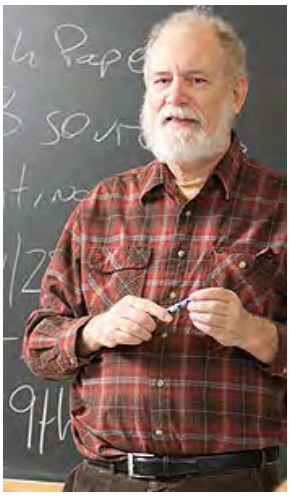
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Cerretani
Professor (English)
Email

Our Stories



English 98
Accelerated Development
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates > Liberal Arts and Sciences: Social Science

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Social Science

(HEGIS: 5649)

A.S. Degree
The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options
Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair
Amber Gilewski

Our Stories

Marc Harrison
Inspiration at any age
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Associate Professor (Psychology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Computer Science

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Computer Science

(HEGIS: 5101)

A.S. Degree

The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.S.

Sequence

General, requirements, career options

Engineering, requirements, career options

Career Opportunities

Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options

Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Linda Pasto
Partners in possibility
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Biotechnology

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options

Certificate(s)

Biotechnology, requirements, career options

Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Visit Career Coach to explore career options related to:

Biotechnology, A.S. degree

Biotechnology, Certificate

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

University at Buffalo

Buffalo State College

SUNY College at Cobleskill

Cornell University

SUNY College at Cortland

SUNY College of Environmental Science and Forestry

Jefferson School of Health Professions

Our Stories

James Jacob
Family DNA Portraits
Full story

CAREER COACH
more than a job

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

SUNY Upstate Medical University

Rochester Institute of Technology

For specific transfer information, contact the Program Chair.

Program Chair
James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree
The communication and media arts program is a transfer program that focuses on broadcast journalism. At Tompkins Cortland Community College you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S.
Emphasis
Broadcast Journalism, requirements, career options

Career Opportunities
Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options
The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Broadcast Production

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At Tompkins Cortland Community College, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.A.S.

Concentration

Radio, requirements, career options

Television, requirements, career options

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Construction and Environmental Technology

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Construction and Environmental Technology, requirements, career options

Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Ashlee Seals
A true woman of excellence
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Creative Writing

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish the College's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.

Concentration

Prose, Poetry, and Drama, requirements, career options

Screenwriting, requirements, career options

Certificate(s)

Creative Writing: Poetry and Prose, requirements, career options

Creative Writing: Screenwriting, requirements, career options

Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

Tompkins Cortland Community College's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a recent grad sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recent graduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

New York University

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs
Darlene Gold, Ph.D.
Professor (English)
Email

Kimari Johnson
Assistant Professor (English)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Digital Cinema

Digital Cinema
(HEGIS: 5606)

A.S. Degree
The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios. Students may also choose (with instructor approval) to participate in the "Hollywood trip," a six-credit travel course that involves educational experiences on-site at television and film sets in Los Angeles.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options
The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Syracuse University

Temple University

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis
Associate Professor (Early Childhood Education)
Email

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates >

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

An error occurred on the server when processing the URL. Please contact the system administrator.
If you are the system administrator please click here to find out more about this error.

Degrees & Certificates > Liberal Arts and Sciences: Math/Science

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Math/Science

(HEGIS: 5649)

A.S. Degree
The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

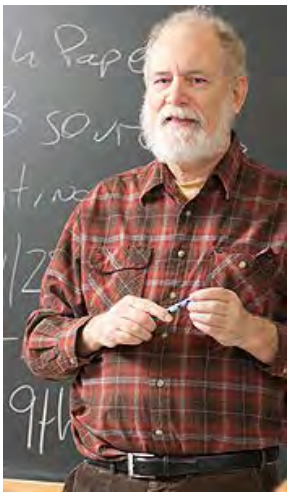
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Nancy Putnam
Professor (Mathematics)
Email

Our Stories



English 98
Accelerated Development
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

The State University of **New York**

Degrees & Certificates > Liberal Arts and Sciences: Women and Gender Studies

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Liberal Arts and Sciences: Women and Gender Studies

(HEGIS: 5649)

A.S. Degree
Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options
Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

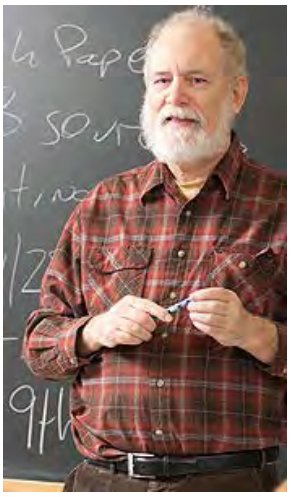
Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Karen Pastorello, Ph.D.

Our Stories



English 98
Accelerated Development
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Professor (History)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sport Management

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Sport Management
(HEGIS: 5099)

A.S. Degree
Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options
Tompkins Cortland Community College's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Institute of Technology
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Larry Chase
Professor (Business)
Email

Our Stories

Janita Moricette
From Tompkins Cortland to Tompkins Cortland
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Engineering Science

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Engineering Science

(HEGIS: 5609)

A.S. Degree
Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at Tompkins Cortland Community College you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options
The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Institute of Technology
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair
Paul Testa
Professor (Engineering Science)
Email

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Environmental Studies
(HEGIS: 5499)

A.S. Degree
Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Field Work
Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the Tompkins Cortland Community College campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities
A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options
The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kelly Wessell, Ph.D.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Professor (Biology)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Graphic Design

Graphic Design
(HEGIS: 5499)

A.S. Degree
Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options
Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Julianna Johnson
A life-changing education
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Christine Shanks
Assistant Professor (Graphic Design)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Human Services, requirements, career options

Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > International Studies

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

International Studies

(HEGIS: 2210)

A.S. Degree
Explore your role in the world's interconnected cultures and nations. The College's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

Study Abroad for First-person Learning
All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Transfer Options
Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. Tompkins Cortland Community College students also frequently transfer to schools such as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tina Stavenhagen-Helgren
Professor (Anthropology)
Email

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > New Media

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

New Media

(HEGIS: 5012)

A.S. Degree
The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-ROM, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Career Opportunities
As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options
The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Nursing

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Nursing

(HEGIS: 5012)

A.A.S. Degree

Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

The College's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Scholarships are available for students in the Nursing program. The nursing program's course completion rate is 80%, with a NCLEX/certification exam pass rate of 94%. The job placement rate is 100%.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)

A.A.S., requirements, career options

Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi
- Keuka College
- Utica College
- SUNY Upstate Medical University
- Le Moyne College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Photography

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images. Student work is on display at the Photography department site.

You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, you will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. You will also gain a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

In addition to technology-based skills, you will approach photography as a fine arts activity and acquire a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options

Career Opportunities

You will be prepared for the increasingly electronic environment that commercial creative work requires. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging. Thus, it is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

New media content production - multimedia - moving image and animation - web content production - media artist.

Transfer Options

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

University at Albany

Buffalo State College

Our Stories

Mick Thomas
Finding his 'Rhythm' at Tompkins Cortland
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Cornell University

SUNY College at Cortland

Ithaca College

SUNY New Paltz

SUNY College at Oswego

Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Harry Littell
Associate Professor (Photography)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Exercise Studies

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options

Agencies offering Certification in Fitness/Personal Training

- American College of Sports Medicine
- National Academy of Sports Medicine
- American Council on Exercise
- National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potential graduate transfer options include

- SUNY College at Brockport
- SUNY College at Cortland
- CUNY Brooklyn College
- Ithaca College
- Lock Haven University
- SUNY Morrisville State College

Program Chair

Patrick Mercer
Associate Professor (Recreation)
Email

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Outdoor Recreation

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree

Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements

(for those matriculating in 2016-2017)

Degree(s)

A.S., requirements, career options

Field Experience

Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options

Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Associate Professor (Recreation)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Recreation: Recreation Leadership

Recreation: Recreation Leadership
(HEGIS: 5506)

A.S. Degree
Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements
(for those matriculating in 2016-2017)

Degree(s)
A.S., requirements, career options

Field Experience
Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and the College's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities
Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options
The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

SUNY College at Brockport

SUNY College at Cortland

Ithaca College

Lock Haven University

SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Holly McBean
Making her dream possible
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Program Chair
Patrick Mercer
Associate Professor (Recreation)
Email

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
CULI	Culinary Arts
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music
NURS	Nursing

Our Stories

Linda Pasto
Partners in possibility
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

OFFC	Office Management and Administration
PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Disciplines
Search Help Guide
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Course Search > Search Help Guide

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

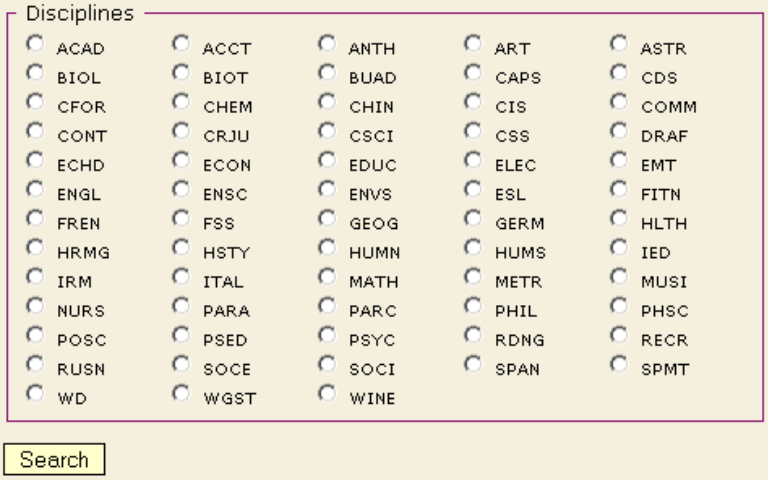
Our Stories

Kelly Wessell
The place to teach
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

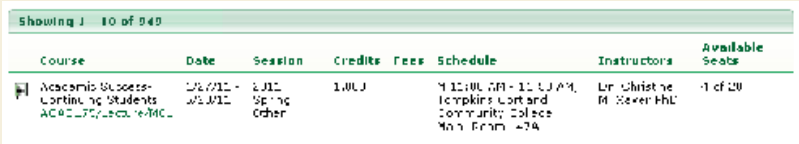
News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?



Section Search

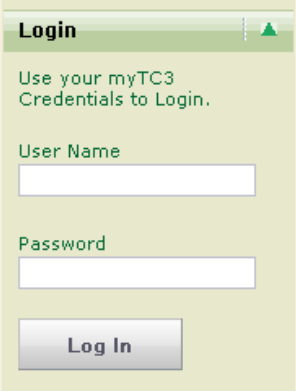
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available courses according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

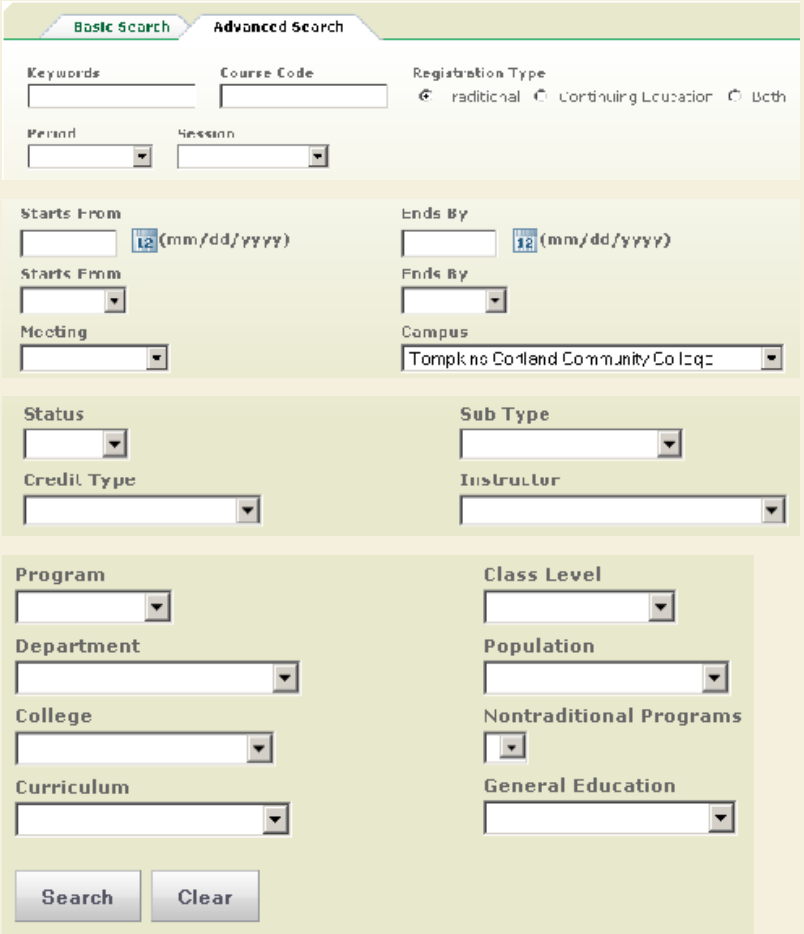
Options

On the left side you will also find a tab for Options. You can adjust the display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College, with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

The College may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

Tompkins Cortland has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires the College to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want the College to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected.

2. The right to request amendment of his/her education records. A student may ask the College to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by Tompkins Cortland in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; a person serving as a member of SUNY system administration; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of Tompkins Cortland's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by the College. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the Tompkins Cortland Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The Tompkins Cortland Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the

student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about Tompkins Cortland's policies, contact Katrina Campbell, Registrar, campbek2@tompkinscortland.edu or 607.844.8211, Ext. 4305.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).

Grade Notations

W - Withdrawal:

The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:

The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP, and WF deadline dates. Check the semester calendar for details.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors are required to administratively withdraw students who have ceased to attend or participate in classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but would affect the earned/attempted ratio in determining academic and financial aid status.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by Tompkins Cortland that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by Tompkins Cortland from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

for 10 or 15 week courses: within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Early Student Progress Reports

Early Student Progress Reports are posted by the instructor in each 15-week course to provide the student an approximate assessment of early course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the end of the fourth full week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Satisfactory Performance & Achievement	S
Less than Satisfactory Performance & Achievement	S-
Unsatisfactory Performance & Achievement and/or Failing (This includes performance below a C level in classes where a C or higher is required – e.g., ENGL100, MATH090)	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits	Minimum Grade Point Average (GPA)
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards

Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with a Student Success Advisor, develop and file a Student

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Success Plan and register for classes no later than the day before classes begin for the semester. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and successfully completing 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with a Student Success Advisor, complete and file a Student Success Plan and register for classes no later than the day before classes begin for the semester; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer and winter sessions. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer and winter sessions.

Committee on Academic Status

Students who have been academically suspended may request from the Committee on Academic Status permission to enroll while suspended. Procedures and requirements for the request can be obtained from the Office of the Provost. Students are strongly encouraged to appear in person before the committee to present their request, but are not required to do so. If the request is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file a request to enroll only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Reinstatement After Repeat Suspension

Students who have been placed on Repeat Suspension will be suspended for a full academic year including summer and winter sessions. To return to the College, students must reapply for admission.

During the first semester of enrollment following Repeat Suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA

recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 GPA credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 GPA credit hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 GPA credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 or more GPA credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Student Rights and Responsibilities

Tompkins Cortland Community College is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the Tompkins Cortland community. "...Everyone at Tompkins Cortland – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

The College recognizes and understands the proliferation of electronic devices generally and students' regular use of these devices. The College does not discourage use of such devices, consistent with its policies. Additionally, it is the policy of the College to expect students to use such devices in a manner which respects the rights and privacy of other students, faculty, staff and visitors. Tompkins Cortland further expects students not to interfere with law enforcement activities including through video/audio recording.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves, not the College.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, Tompkins Cortland students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in the College's Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Our Stories

Carrie Buchanan
A tradition of service
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

- Statement of Academic Integrity Policy
- Violation of Academic Integrity Policy
- Attendance Policy
- Classroom Behavior
- Grade Challenge
- Disability-Related Accommodation
- Computer Resources Use Protocol

Non-Academic Policies and Regulations

- Non-Academic Code of Conduct
- Non-Academic Code of Conduct Violation Hearing Process
- Policy Against Discrimination and Harassment
- Other Student Grievances
- Weapons on Campus
- Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
- Hazing Prevention
- Bias Crimes Prevention
- Sexual Assault, Dating Violence, Domestic Violence and Stalking Prevention
- Maintenance of Order Policy
- Student Bill of Rights

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The Tompkins Cortland Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Janelle Boyd
Her vision of success
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

Accreditation

Tompkins Cortland Community College is fully accredited by the Board of Regents of the University of the State of New York and is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at Tompkins Cortland. Transfer credit is not calculated into a student's grade point average at the College.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at Tompkins Cortland as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at Tompkins Cortland.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at the College if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-effect individualized home instruction plan (IHIP) pursuant to section 100.10 of

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

See the world.
Explore Study Abroad

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at Tompkins Cortland. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2015 Deadline: July 15

Tompkins Cortland will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2015 Deadline: July 15

Tompkins Cortland will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students on Repeat Suspension

Students who have been placed on Repeat Suspension will be suspended for a full academic year including summer and winter sessions. To return to the College, students must reapply for admission.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application. If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Tuition and Fees

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

More Information

Tuition and fees

Information about payment

Accident Insurance – Mandatory

Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of “AW” will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

Our Stories

Linda Pasto
Partners in possibility
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Scholarships

One of the the College's Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the Tompkins Cortland Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workships
Non-Credit Online Programs
Community Parterships

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Support Services

The Dr. Lucille S. Baker Commons is home to Tompkins Cortland's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

Blaze Sanders
Big dreams
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Student Services > Academic Advisement

Academic Advisement at Tompkins Cortland

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate Tompkins Cortland program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 101. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 101 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

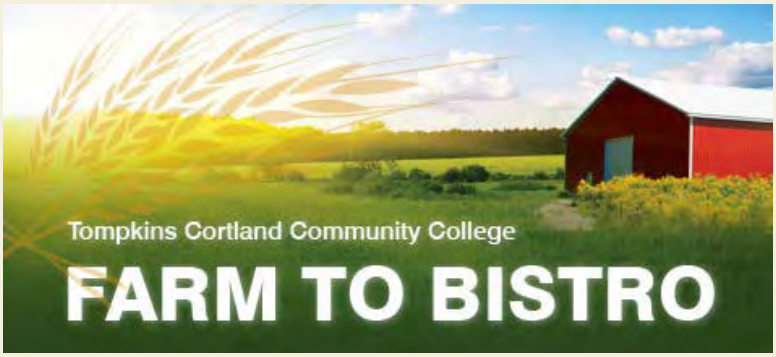
Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Degrees & Certificates > Farm to Bistro

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from the College's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates the College's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Linda Pasto
Partners in possibility
Full story

CAREER COACH
more than a job

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Bethoney, Danielle

Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

Health Services
A healthy campus
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Chancellor's/Trustee's Award for Excellence in Teaching, 1995

Background

Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty in June 1969.

Email Professor Bickford

Our Stories

Jasmine Fields
An international education
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

B.A., SUNY College at Cortland;
M.A., Ph.D., SUNY at Binghamton

Biography

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction. The privilege of working and learning with community college students for 20 in small and friendly classes has extended and enriched her commitment to social justice and equity in education. Each day, her admiration and respect for Tompkins Cortland students and their stories deepen. She thinks this is the "best job" in the world, and she welcomes you to learn with her.

Awards

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Highlight key published works

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at Tompkins Cortland.

Special projects

Jeanne frequently collaborates with other teachers at Tompkins Cortland, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Email Professor Cameron

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Cartagena-Cook, Milagros

Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Cerretani, Susan

Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Chancellor's/Trustees' Award for Excellence in Teaching, 2014

Email Professor Cerretani

Our Stories

Rosanna Perez
Opening her mind
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workships
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Curran, Kerry

Meet Our Faculty

Curran, Kerry

Instructor, English

B.A., Georgetown University
M.A., American University

Email Professor Curran

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Decker, Aaron

Instructor, English

B.A., SUNY Geneseo
M.A., Binghamton University

Email Professor Decker

Our Stories

Carrie Buchanan
A tradition of service
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Ensign, Mary Ellen

Assistant Professor, Mathematics

B.A., University of Delaware
M.S.Ed., SUNY at Cortland

Email Professor Ensign

Our Stories

Esther Williams
The thriving artist
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background

Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the College's teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards

2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special projects

Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Ford, Gary

Associate Professor, Accounting

B.B.A., University of Alaska, Anchorage
M.S., SUNY Polytechnic Institute, Utica/Rome

Gary is a Certified Public Accountant and a member of the American Institute of CPAs and the NY State Society of CPAs. He earned his Bachelor of Business Administration in Accounting from the University of Alaska Anchorage and Master of Science in Accounting from SUNY Polytechnic Institute in Utica/Rome. Prior to becoming a full-time faculty member, Gary worked as a CPA for an international CPA firm in the audit, tax, and management advisory services departments; Internal Auditor for a four-year university; Internal Audit Manager for a major county government; and Controller/401(k) & Pension Plan Administrator for an international design firm. He teaches various courses including Principles of Accounting I & II, Intermediate Accounting I & II, Cost Accounting, and Individual Federal Tax.

In addition to teaching, advising students, and participating on college service committees, Gary is involved in filmmaking and the local arts community. He and his wife, Lisa, also a professor at Tompkins Cortland, make short films together and volunteer with the Syracuse International Film Festival and other arts organizations.

Email Professor Ford

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

2013 Best Director, *Prodigy*, Knickerbocker Film Festival in Albany

Background

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, the Williamsburg Independent Film Festival, Katra Film Series, The ReelheART International Film Festival, the Show Me Justice Film Festival, and the DC Independent Film Festival.

DC Independent Film Festival
OFFICIAL SELECTION
2016

Special projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Georgiakaki, Sophia

Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching
2016 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Georgiakaki

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Gilewski, Amber

Associate Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background

Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Associate Professor of Psychology at Tompkins Cortland, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other Tompkins Cortland activities
Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project

Email Professor Gilewski

Our Stories

Vanessa Wikel
Finding her own path
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Gold, Darlene, Ph.D.

Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to Tompkins Cortland in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for Tompkins Cortland college credit.

Awards

2009-10
Distinguished Faculty Liaison – Tompkins Cortland CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Chancellor's/Trustees' Award for Excellence in Professional Service, 2016

Email Professor Hallisey

Our Stories

Marc Harrison
Inspiration at any age
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Hamel, Martha

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Padraic O'Donnell
Finding his strength
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Jacob, James R., Ph.D.

Meet Our Faculty

Jacob, James R., Ph.D.

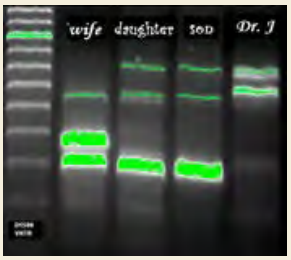
Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service, 2010
Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities, 2015

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.



Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at Tompkins Cortland that includes course work in microbiology, genetics and cell

Our Stories

Padraic O'Donnell
Finding his strength
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

biology. Upon successful completion of requirements for an Associate in Science degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Johnson, Kimari

Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Holly McBean
Making her dream possible
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Kalata, Brian

Assistant Professor, Culinary

A.O.S., Culinary Institute of America
B.S., University of Phoenix

Email Professor Kalata

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

LaMontain, Jasmine

Technical Specialist Science Labs
Chemical Hygiene Officer

A.S., Tompkins Cortland Community College

Email Jasmine LaMontain

Our Stories

Jasmine Fields
An international education
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Littell, Harry

Associate Professor, Photography

A.A.S., Rochester Institute of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Email Professor Littell

Our Stories

Carrie Buchanan
A tradition of service
Full story

SGA
TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Martin, Angela

Instructor, English as a Second Language

B.A., Stetson University
M.A., University of Massachusetts

Email Professor Martin

Our Stories

Blaze Sanders
Big dreams
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Mathers, Anndrea

Assistant Professor, English

B.A., Bryan College
M.A., Univeristy of Illinois
Ph.D., Northwestern

Email Professor Mathers

Our Stories

Holly McBean
Making her dream possible
Full story

CAREER COACH
more than a job

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > McCabe, Timothy

Meet Our Faculty

McCabe, Tim

Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

Linda Pasto
Partners in possibility
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Chancellor's/Trustees' Award for Excellence in Teaching, 2012

Background
Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined Tompkins Cortland as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Janelle Boyd
Her vision of success
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Chancellor's/Trustees' Award for Excellence in Teaching, 2012

Email Professor McMinn

Our Stories

Sam Trotman
Going 'everywhere'
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Mercer, Patrick

Associate Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

When I was completing my undergraduate degrees in Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV.

It read, "Here ends the Realm of the Hiker..."

This sign was posted near the apex of the hiking trail that leads fellow outdoor seekers over 900 vertical feet from the trail head to this area along side of a precipitous cliff. This particular cliff drops off on both sides over 500 feet to the deck, like a knife blade, forming an exposed narrow ridge at the top to greet hikers and climbers alike.

The sign continued, "The area beyond this point has been left in a natural condition. Loose or falling rocks, sheer drop offs and slippery footings are common."

And then concluded, "Visitors should have rock climbing ability before entering the area."

It did not say "keep out" or "no trespassing." Its message was to delineate the end of the hiking trail and the beginning of something greater or more intense than casual hiking. As I later learned while completing my master's degree in Outdoor Education at SUNY Cortland, the intent of this sign was to protect inexperienced hikers from dangers while at the same time allowing individuals to make a conscious, informed decision as whether to proceed forward or to turn back. For some, the sign serves as a warning ... for others, a challenge!

As an Outdoor Educator, W-EMT, Program Director, Camp Counselor, High Ropes Director, and now Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies. I enjoy teaching people the skills and knowledge necessary so that they can safely venture beyond their own sign that marks the end of the realm of who they currently are. Instead of saying "keep out," I invite and facilitate participants and students to experience their own trials so that, in the end, they can continue on their own path that leads to whatever exposure in life they seek. My overall goal is that these same students become leaders themselves so they too can help others as I have helped them.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

The irony of this sign is that the end of three days of rock climbing, scaling that cliff, my climbing partner and I decided to hike the trail back down to the parking lot as opposed to our usual method of rappelling. It was on this descent from this precarious natural area that we came across this sign and its message. Though I was new to this world of rock climbing, it was at this point I could now consider myself a “Rock Climber.”

Email Professor Mercer

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at Tompkins Cortland for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

SGA TOMPKINS CORTLAND COMMUNITY COLLEGE

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Millman, Keith

Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

I love my job.

Learning in the Arts and New Media involves the constant innovation and improvisation of the moment. Learning is never finished, and I learn along with my students. I make experiments and mistakes and am inspired by my students. Problem solving is the most important skill students learn, and most class work is hands on so students are creating their learning.

As chair of the New Media program, I teach many of the core courses in the program, often in collaboration with other professors. It is a privilege to teach with talented faculty and staff and be part of Tompkins Cortland Community College.

I actively show my art in galleries and adjudicate art shows. I have received grants from Cornell University Council for the Arts, The Community Arts Partnership (Ithaca, NY) and The Innovation Fund Grant of Tompkins Cortland. Work in collections include the Portland Art Museum, Portland, OR and the Preus Photo Museum, Norway. I recently co-authored a book with John Sheehan, *The Immortal Imagination: the 22nd North Carolina Infantry Regiment in War and Peace* published by M.T. Publishing Inc., 2016.

Recent Awards

2013 Best in Show Made in New York, Schweinfurth Memorial Art Center, Auburn, NY

2010 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Email Professor Millman

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Moore, Paula

Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Kelly Wessell
The place to teach
Full story

See the world.
Explore Study Abroad

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Barros, Jessica

Assistant Professor, English

B.A., Boston College
M.F.A., Emmerson
D.A., St. John's University

Email Professor Barros

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Moose, Barbara

Meet Our Faculty

Moose, Barbara

Assistant Professor, Nursing

A.S., SUNY College of Technology at Alfred
B.S., Regis University
M.S., Regis University

Email Professor Moose

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Moser, Sandra

Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Ben Currens
More than you might expect
Full story

zimride by enterprise

SAVE money
SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

Janelle Boyd
Her vision of success
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workships
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

Scott teaches Introduction to Criminal Justice, Criminology, Juvenile Delinquency, and Criminal Investigation, and also oversees the Program Internship.

Awards
2005 Chancellor's/Trustees' Award for Excellence in Teaching
2004 National Drug Court Institute, U.S. Justice Department Planning and Training Initiative
Numerous Civic and Community Certificates of Appreciation for Community Involvement

Background and Projects
Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation. Scott began at Tompkins Cortland in 1993 and currently chairs the Criminal Justice Program. He routinely is contacted and interviewed by the media concerning crime and criminals and assisted a local agency with a comprehensive jail study. Scott was recently selected by a New York City film producer for participation in a documentary film about ex-offenders and hurdles they face reintegrating into society. The film also focused upon challenges in education. Other film participants included the President of John Jay College of Criminal Justice, a Columbia University researcher and field professionals from prominent New York City agencies. Scott is also active in the Criminal Justice Educator's Association of New York State and is a regional Vice President on its board.

Email Professor Ochs

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

Email Professor Pastorello

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at Tompkins Cortland and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Wherever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Sam Trotman
Going 'everywhere'
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Regula, Anna

Meet Our Faculty

Regula, Anna

Associate Professor, Reading and Study Skills

B.S., SUNY College at Cortland
M.S.Ed., SUNY College at Cortland

Chancellor's/Trustees' Award for Excellence in Teaching, 2013

Email Professor Regula

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Reid, Taylor, Ph.D.

Meet Our Faculty

Reid, Taylor, Ph.D.

TC3 Farm Education Director

B.S., University of Massachusetts
M.S., Michigan State University
Ph.D., Michigan State University

Background

Taylor Reid is the TC3 Farm Education Director, and chairs the Sustainable Farming and Food Systems degree program. He holds a B.S. in Plant and Soil Science from the University of Massachusetts, and both an M.S. in Botany and Plant Pathology, and a Ph.D. in Community, Food, and Agriculture from Michigan State University. Taylor's research has focused on the motivations and learning processes of first-generation farmers, food and agricultural standards, and the history of the organic farming movement. He is the founder of beginningfarmers.org.

Email Professor Reid

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Sambolec, Eric, Ph.D.

Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Dryden Mutual
Mutual benefit
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Sammis, Carol

Associate Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Chancellor's/Trustees' Award for Excellence in Faculty Service, 2014

Email Professor Sammis

Our Stories

Julianna Johnson
A life-changing education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Kelly Wessell
The place to teach
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., Binghamton University
M.S., Binghamton University
Ph.D., Binghamton University

Chancellor's/Trustees' Award for Excellence in Teaching, 2011

Email Professor Schmidt

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Seager, Brandon

Assistant Professor, Wine Marketing

Brandon Seager is the Chair of the Wine Marketing program at Tompkins Cortland. Midway through his first career in Mechanical Engineering, the wine bug bit in the early 2000's, and Brandon decided to pursue a graduate degree at Cornell University, and enter the wine industry. Starting as a Cellar Rat under the mentorship of one of the Finger Lakes' finest winemakers, he worked his way up the ranks of Cellar Master, Assistant Winemaker, and Winemaker.

Brandon's real passion is bringing the wine to the masses, and he now celebrates that exuberance in his role as an educator of the future professionals of the local and global wine industry. He enjoys traveling to the world's wine regions to experience their wines in context. It's fundamentally easier to understand wine when it's tasted at origin.

We live in a global society now, but fine wines express their sense of place in a way that reminds us we all have a unique story to tell.

Tompkins Cortland's Farm-to-Bistro program is visionary as an education based on how food and beverages grown in this place are meant to be enjoyed together. Food and wine are great anywhere, but food and wine from the Finger Lakes are extraordinary. We are blessed and lucky to live smack dab in the middle of a gustatory bounty. As a consummate supporter of New York wines, Brandon believes that the momentum of the Finger Lakes makes this the most exciting place in the wine world at this time. Brandon is passionate about sharing his enthusiasm and translating his knowledge to student success in the industry.

When not teaching, tasting, or thinking about wines, Brandon enjoys time at home with his family, traveling, and embracing his role as new-millennial bon vivant.

He is currently training his dog to sniff out wine faults, rather unsuccessfully so far.

IN VINO VERITAS

Email Professor Seager

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Seyfried, Lisa

Assistant Professor, Nursing

Tompkins Cortland Community College
Corning Community College
B.S.N. Keuka College
M.S.N., Keuka College

Email Professor Seyfried

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Shanks, Christine

Assistant Professor, Graphic Design

BS, Visual Communications, Towson University
MFA, Photography, University of Delaware

Professor Shanks' website

Photo courtesy of © Bradley Marks, shot at CAA Conference NY 2015

I am an image maker, designer, and educator. I feel at home on the computer and working by hand in the studio.

I have experience in fine art and commercial work.

Some of my specialties are design (web, interactive, and print), motion graphics, printmaking (utilizing both traditional and digital processes), and photography (alternative processes, digital, and film).

For more than 10 years I have shared my expertise with students as a professor in higher education, as well as through workshops and lessons for students of all ages.

New educational tools are presented to us everyday in the electronic age.

Some examples of how I incorporate social media in my teaching:

Pictorial Collective (**Facebook** companion page): Visual Inspirations

The Tech Savvy Creative (**Facebook** companion page): Technology tutorials for creatives

Shanks Course Group (inspiration, news, events and updates about creative fields and pertinent student information, must request to join)

Photo Crit Group (photography critique group for students, alumni, faculty and professionals – must request to join)

Email Professor Shanks

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

B.S., Hartwick College
M.S., Syracuse University

Chancellor's/Trustees' Award for Excellence in Faculty Service, 2011

Kim Sharpe graduated with a bachelor's degree in nursing from Hartwick College in Oneonta, N.Y.

She then started her career at Memorial Sloan Kettering Cancer Center in New York City. She was a nurse manager of an oncology unit in Orlando, Fla., before she moved back to this area. She worked in the ICU at Upstate Medical Center in Syracuse before changing to become a nurse case manage at Aetna Insurance for a few years.

She obtained her master's degree in nursing from Syracuse University and then taught at Crouse Hospital School of Nursing for 10 years before coming to Tompkins Cortland. She currently works per diem as an RN at Hospicare along with her position as department chair and professor here at the College.

Email Professor Sharpe

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Sheldon, Mary

Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Smith, Joseph L., Ph.D., LCSW-R, CASAC

Chair, Professor, Human Services and Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor. Dr. Smith practices part time in Syracuse, NY. Additionally, Dr. Smith teaches as an adjunct instructor in the graduate social work program at Syracuse University.

Dr. Smith has served as a Research Advisor in the MSW Program at Smith College School for Social Work in Northampton, MA. Also, he has worked as a trainer and consultant for the NYS Office of Alcoholism and Substance Abuse Services. Dr. Smith participates actively in scholarly activities including presentation and publication.

Dr. Smith is an experienced online educator, and has proficiency with distance learning, curriculum development, quality improvement, and assessment.

Email Professor Smith

Our Stories

Ben Currens
More than you might expect
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

Rosanna Perez
Opening her mind
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Snyder, David

Meet Our Faculty

Snyder, David

Professor, Sport Management

B.S., Hartwick College
M.S., Syracuse University

Email Professor Snyder

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Stafford, Susan

Associate Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Trustees' Award for Excellence in Adjunct Teaching, 2007
Chancellor's/Trustees' Award for Faculty Service, 2013

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management and Culinary Arts Degree Programs at Tompkins Cortland Community College, a SUNY community college. She has been instrumental in the development of Tompkins Cortland's Farm to Bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

She has served as hotel inspector for Condé Nast Publications; specifically, Johansen's Guide to Luxury Hotels, including inspection of independent luxury properties in New York, Pennsylvania, and Ontario, Canada. Stafford also was an owner, partner, and vice president of Hospitality International Executive Search, recruiting and reorganizing operational staff for a list of clients that included most major hotel, restaurant, and food service companies nationally and some operations internationally.

Prior to those positions, Stafford had a range of experience, which included progressive management position with Interstate Hotels (Marriott), Holiday Inns, and Hilton. She also has conference services experience with Travel Trade Publications and Bonnie Walsh Associates.

As a full-time faculty member and department chair at Tompkins Cortland Community College, Stafford is responsible for teaching duties, as well as curriculum development, regional and global education partnerships, enrollment, continuing education, and industry outreach. To that end, she has developed collaborative training programs with Tompkins County Tourism & NYS Hospitality & Tourism Association. She has served and participated in the SUNY Hospitality Consortium; NYS Wine & Culinary Two Year College Consortium, helped to develop a collaboration with Niagara University and others to create transfer opportunities for Tompkins Cortland students; welcomed eight Fulbright Scholarship Students from five developing countries to study within Tompkins Cortland's Hotel and Restaurant degree program; and taught in the Global Disney College Program. She travels annually with students to Italy for their Culture & Cuisine class.

Stafford has travelled to Turkey, Peru, Italy, France, and Croatia to solidify relationships with university partners worldwide focusing on

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

international hospitality, wine, and culinary training with the goal of broadening opportunities for Tompkins Cortland students and our area businesses in the global marketplace.

Stafford earned her Bachelor of Science in Hotel and Restaurant Administration from Niagara University, and her Master of Science in Adult Education and Human Resources Training from Elmira College. She also earned an Associate of Applied Science in Hotel Technology from SUNY at Canton. She lives in Homer, N.Y., with her husband of 25 years, Doug. They enjoy their time on the St. Lawrence River and they have three children and a golden retriever, Molly.

Email Professor Stafford

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

Trustees' Award for Excellence in Adjunct Teaching, 2000
Chancellor's/Trustees' Award for Teaching, 2014

Biography

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Awards
2015 Chancellor's Award for Faculty Service

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at Tompkins Cortland since August of 1983.

At the College, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at Tompkins Cortland.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to their studies, work, and lives.

Email Professor Swinnich

Our Stories

Derik Rich
A place to find yourself
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

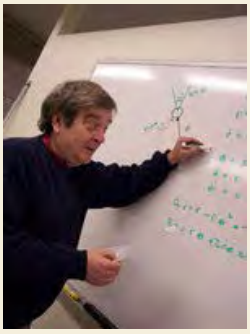
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

James Jacob
Family DNA Portraits
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Troyer, John

Instructor, English

B.A., SUNY Oswego
M.A., SUNY Oswego

Email Professor Troyer

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Professor, Sociology

B.A., Central College
M.A., Loyola University
Ph.D., Loyola University

Chancellor's/Trustees' Award for Excellence in Teaching, 2016

Email Professor Vande Berg

Our Stories

Health Services
A healthy campus
Full story

Keuka COLLEGE

Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Wessell, Kelly, Ph.D.

Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Awards

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Wessell

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Faculty > Whitener, Ken

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty
Ansbro, Marianne
Barros, Jessica
Bethoney, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena-Cook, Milagros
Cerretani, Susan
Chase, Lawrence
Curran, Kerry
Decker, Aaron
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
LaMontain, Jasmine
Littell, Harry
Martin, Angela
Mathers, Anndrea
McCabe, Tim
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. is part of the State University of New York system (SUNY).

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At the College, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Moose, Barbara
Moser, Sandra
Need, Bruce
Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Troyer, John
Vande Berg, Travis, Ph.D
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Culinary Arts > Program Requirements

Program Requirements

Culinary Arts: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

CULI101, Food Service and Preparation I, 4 cr. A minimum grade of C is required in CULI 101.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Introduction to the U.S. Food System, 2 cr. ENVS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
► **Mathematics Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
CULI102, Food Preparation II, 4 cr. A minimum grade of C is required in CULI 102.	Schedule: Sp, Su, Fa, Wi
CULI160, Back of House Kitchen Practicum, 2 cr. A minimum grade of C is required in CULI 160.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Food Movements, 2 cr. ENVS 111 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD219, Human Resource Management	Schedule: Sp, Su, Fa, Wi

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Fall Term 2

Minimum Total Semester Credits: 16

CULI205, Garde-Manger & Catering Kitchen, 4 cr. A minimum grade of C is required in CULI 205.	Schedule: Sp, Su, Fa, Wi
ENVS112, Food Systems Seminar III: Identity, Ethics, and Culture in the Global Food System, 2 cr. ENVS 112 is only offered in the ;Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CULI270, Restaurant Operations & Front of House Practicum, 4 cr. A minimum grade of C is required in CULI 270.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
►**Environmental Ethics or Foreign Language**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Sustainable Farming and Food Systems > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Sustainable Farming & Food Systems: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be chosen in consultation with the student's academic advisor.	Schedule: Sp, Su, Fa, Wi
ENVS101, Introduction to Environmental Science, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Introduction to the U.S. Food System, 2 cr. A minimum grade of C is required in ENVS 110. ENVS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENVS115, Sustainable Farming I - Introduction to Soil Science, 4 cr. A minimum grade of C is required in ENVS 115. ENVS 115 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Food Movements, 2 cr. A minimum grade of C is required in ENVS 111. ENVS 111 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENVS140, Sustainable Farming II - Agroecology, 4 cr. A minimum grade of C is required in ENVS 140. ENVS 140 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 4
A student who chooses to complete BIOL 102, Principles of Biology II, must complete an additional Unrestricted Elective credit to fulfill degree requirements.

BIOL102, Principles of Biology II	Schedule: Sp, Su, Fa, Wi
BIOL105, General Biology II	Schedule: Sp, Su, Fa, Wi

MATH Elective	Use Schedule Search for electives

Our Stories

Linda Pasto
Partners in possibility
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Summer Term 1

Minimum Total Semester Credits: 12

BUAD103, Entrepreneurship I, 3 cr. Schedule: Sp, Su, Fa, Wi

ENVS201, Sustainable Farming III - Integrated Pest Management, 6 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 201. ENVS 201 is only offered in the Summer semester.

Choose one from the courses listed below:
Minimum credits required: 3
If a student chooses ENVS 107, note that it is only offered in the Spring semester.

ENVS107, Economy, Society & Environment Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

ENVS112, Food Systems Seminar III: Identity, Ethics, and Culture in the Global Food System, 2 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 112. ENVS 112 is only offered in the Fall semester.

ENVS285, Sustainable Farming and Food Systems Capstone, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 285. ENVS 285 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech Schedule: Sp, Su, Fa, Wi

ENGL204, Fundamentals of Interpersonal Communication Schedule: Sp, Su, Fa, Wi

►Restricted Electives Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
►**CAPS Electives**	Use Schedule Search for electives
►**CAPS Electives**	Use Schedule Search for electives
►**Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 13

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business, 3 cr. A minimum grade of C is required in WINE 130. WINE 130 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 3

WINE213, Wine Marketing Internship, 3 cr. A minimum grade of C is required in WINE 213 WINE 213 is only offered in the Summer semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Fall Term 2

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing, 3 cr. A minimum grade of C is required in WINE 200. WINE 200 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

► **Humanities Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising, 3 cr. A minimum grade of C is required in WINE 220.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling (B- or better), 1 cr.	Schedule: Sp, Su, Fa, Wi
HRMG201, Hospitality Law (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE213, Wine Marketing Internship (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 62
BUAD Electives should be selected based on the student's academic progress and intentions upon graduation. BUAD 103 & 207 - Entrepreneurship I & II - are recommended for students interested in pursuing their own business.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3 A minimum grade of C is required in HRMG 101 or CULI 101. HRMG 101 is only offered in the Spring semester.	
CULI101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
HRMG101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
►**Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Mathematics Elective**	Use Schedule Search for electives

Our Stories

Esther Williams
The thriving artist
Full story

CAREER COACH
more than a job

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

►**Restricted Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 3

HRMG213, Hospitality Internship, 3 cr. A minimum grade of C is required in HRMG 213 (or HRMG 216). A student who completes the 6-credit internship - HRMG 216 - may use the three additional credits to satisfy the Restricted Elective.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 14

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
HRMG103, Rooms Division Management, 3 cr. A minimum grade of C is required in HRMG 103.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG205, Hospitality Marketing, 3 cr. A minimum grade of C is required in HRMG 205.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
►**BUAD 212 or CULI or WINE Elective**	Use Schedule Search for electives
►**Business Communications or BUAD Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Is it Right for You?

Benefits

Myths

Taking an Online Course

Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Online Programs > Browser Requirements

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1. Blackboard Learn is a Web-based application and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and intended to be the most stable as the name implies. This channel is

Our Stories

Carrie Buchanan
A tradition of service
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

updated roughly every 2-3 weeks for minor releases and 6 weeks for major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn:

Internet Explorer 6, 7

Firefox 1.x, 2.0, 3.0 and 3.5

Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows

Mac OSX 10.3, 10.4 "Tiger"

Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62
A grade of "C" or higher is required in ENGL 100, and in all ACCT and BUAD courses.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Fall Term 2

Our Stories

Vanessa Wikel
Finding her own path
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD202, Business Law II, 3 cr. A minimum grade of C is required in BUAD 202. BUAD 202 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Accounting > Program Requirements

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60
A grade of "C" or higher is required in ENGL 100 and in each of the major courses: ACCT 101, 102, 120, 203, 204, 205, and 207.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ACCT120, Accounting on Microcomputers, 3 cr. A minimum grade of C is required in ACCT 120. ACCT 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 17

ACCT203, Intermediate Accounting I, 4 cr. A minimum grade of C is required in ACCT 203. ACCT 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ACCT207, Income Taxation, 4 cr. A minimum grade of C is required in ACCT 207. ACCT 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi

►**ECON Elective**	Use Schedule Search for electives

►**Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

ACCT204, Intermediate Accounting II, 4 cr. A minimum grade of C is required in ACCT 204. ACCT 204 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

ACCT205, Cost Accounting, 4 cr. A minimum grade of C is required in ACCT 205. ACCT 205 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT203, Intermediate Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT204, Intermediate Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted ACCT Electives (C OR BETTER)**	Use Schedule Search for electives
▶ **ACCT / BUAD / ECON Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS

Get Started in High School

Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Business Administration > Program Requirements

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Restricted Electives	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Restricted Electives	Use Schedule Search for electives
▶Unrestricted Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

CAREER COACH
more than a job

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62
SOCE 205 - Organizational Behavior - may be taken for one of the BUAD Electives.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr. A minimum grade of C is required in BUAD 106.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**BUAD Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

BUAD203, Business Communications, 3 cr. A minimum grade of C is required in BUAD 203.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**BUAD Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD290, Applied Management Seminar, 3 cr. A minimum grade of C is required in BUAD 290.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**BUAD Elective**	Use Schedule Search for electives
►**BUAD Elective**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
BUAD104, Business Mathematics, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD109, Personal Money Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ECON101, Introduction to Economics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Executive Office Assistant: Certificate
Minimum Credits for Graduation: 29
If required per placement testing, a minimum grade of C is required in ENGL 100.

If students enter in the Spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. A minimum grade of C is required in ENGL 101.	Schedule: Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing, 3 cr. A minimum grade of C is required in OFFC 101. OFFC 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
OFFC203, Administrative/Automated Office Procedures, 3 cr. A minimum grade of C is required in OFFC 203. OFFC 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD104, Business Mathematics	Schedule: Sp, Su, Fa, Wi
BUAD109, Personal Money Management	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS141, Presentation Software, 1 cr.	Schedule: Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word, 4 cr. A minimum grade of C is required in OFFC 110.	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in ENGL 201 or ENGL 204.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Computer Information Systems > Program Requirements

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS213, Programming in C++, 3 cr. CIS 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Fall Term 2

Minimum Total Semester Credits: 15

CIS215, Operating Systems, 3 cr. CIS 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS223, Programming in C++ Advanced Topics, 3 cr. CIS 223 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
CIS227, Web Programming & Design, 3 cr. CIS 227 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS230, Computer Information Systems Internship, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
CIS 225 and CSCI 165 are only offered in the Spring semester.

CIS225, JAVA	Schedule: Sp, Su, Fa, Wi
CSCI165, Computer Science II	Schedule: Sp, Su, Fa, Wi

►**Restricted Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Computer Support Specialist > Program Requirements

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CSS112, Hardware Repair and Maintenance, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
▶ **MATH Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
CIS215, Operating Systems, 3 cr. CIS 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CSS212, Help Desk and User Support, 3 cr. CSS 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSS240, Computer Support Specialist Internship, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Humanities Elective**	Use Schedule Search for electives
►**Natural Sciences Elective**	Use Schedule Search for electives
►**Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Criminal Justice: Associate in Science
Minimum Credits for Graduation: 60
CRJU 105 is a pre-requisite for most 200-level CRJU courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. — Schedule: Sp, Su, Fa, Wi
CRJU 104 is only offered in the Fall semester.

CRJU105, Introduction to Criminal Justice, 3 cr. — Schedule: Sp, Su, Fa, Wi
CRJU 105 requires prior completion or concurrent enrollment in ENGL 100. A minimum grade of C is required in CRJU 105.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi
If a student must choose between PSYC 103 and SOCI 101 in the first semester, then SOCI 101 should be taken, as it is a pre-requisite for other program courses.

Spring Term 1
Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- POSC103, American National Government — Schedule: Sp, Su, Fa, Wi
- POSC104, American State and Local Government — Schedule: Sp, Su, Fa, Wi
- POSC112, Public Administration — Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**MATH Elective (MATH 132 or higher)**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
ENGL 201 is strongly recommended.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Criminal Justice Elective**	Use Schedule Search for electives
►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI206, Juvenile Delinquency, 3 cr. SOCI 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60
CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 217, POSC 213, SOCI 206, or other CRJU Electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CRJU105, Introduction to Criminal Justice, 3 cr. CRJU 105 requires prior completion or concurrent enrollment in ENGL100. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr. If a student must choose between PSYC 103 or SOCI 101 in the first semester, priority should be given to SOCI 101, since it is a pre-requisite for other program courses.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

▶**CAPS Electives**	Use Schedule Search for electives
▶**CAPS Electives**	Use Schedule Search for electives

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**CAPS Electives**	Use Schedule Search for electives
►**Criminal Justice Electives**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
ENGL 201 is strongly recommended.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Criminal Justice Electives**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Criminal Justice > Program Requirements

Program Requirements

Criminal Justice: Certificate
Minimum Credits for Graduation: 30
While ENGL 100 is not a required course in the Criminal Justice Certificate program, it is a pre-requisite for ENGL 101 and other program courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. CRJU 104 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice, 3 cr. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

CRJU110, Introduction to Policing, 3 cr. CRJU 110 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
► **History Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63
Alternative program requirement plans are available for students intending to transfer, Honors College students, and students with prior credits or degrees.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester.

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 - Constitutional Law, PARA 216 - Legal Aspects of Evidence, or PARA 225 - Criminal Law and Procedure can be taken to satisfy these requirements.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PARA101, Introduction to Paralegalism, 3 cr. A minimum grade of C is required in PARA 101.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ECON101, Introduction to Economics	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA130, Legal Research and Drafting, 3 cr. A minimum grade of C is required in PARA 130.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Science Elective**	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Fall Term 2

Minimum Total Semester Credits: 15

PARA205, Litigation/Civil Procedure, 3 cr. A minimum grade of C is required in PARA 205.	Schedule: Sp, Su, Fa, Wi
PARA210, Real Estate/Property Law, 3 cr. A minimum grade of C is required in PARA 210.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA215, Family Law/Domestic Relations, 3 cr. A minimum grade of C is required in PARA 215.	Schedule: Sp, Su, Fa, Wi
PARA220, Wills, Trusts, Estate Planning, 3 cr. A minimum grade of C is required in PARA 220.	Schedule: Sp, Su, Fa, Wi
PARA230, Paralegal Internship, 2 cr. A minimum grade of C is required in PARA 230. A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).	Schedule: Sp, Su, Fa, Wi
PARA231, Paralegal Seminar, 3 cr. A minimum grade of C is required in PARA 231.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Paralegal > Program Requirements

Program Requirements

Paralegal: Certificate
Minimum Credits for Graduation: 32
A minimum grade of C is required in all courses.

For any credits waived, another course must be substituted, chosen with the approval of an advisor.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 - Constitutional Law, PARC 216 - Legal Aspects of Evidence, PARC 225 - Criminal Law and Procedure, PARC 226 - Bankruptcy, or BUAD 202 - Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

Since Paralegal Electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC electives in their place in the first semester.

To be admitted to this program, a student must have already earned a baccalaureate degree.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required BUAD 201.

PARC101, Introduction to Paralegalism, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 101.

PARC130, Legal Research and Drafting, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 130.

PARC205, Litigation/Civil Procedure, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 205.

PARC210, Real Estate/Property Law, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 210.

Spring Term 1
Minimum Total Semester Credits: 17

PARC215, Family Law/Domestic Relations, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 215.

PARC220, Wills, Trusts, Estate Planning, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 220.

PARC230, Paralegal Internship, 2 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 230.

PARC231, Paralegal Seminar, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 231.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**PARC Electives**	Use Schedule Search for electives

►**PARC Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

CDSC101, Introduction to Chemical Dependency Counseling, 3 cr. A minimum grade of C is required in CDSC 101.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC207, Developmental Psychology: The Adolescent	Schedule: Sp, Su, Fa, Wi
PSYC208, Adult Psychology	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

BIOL101, Principles of Biology I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I, 4 cr. A minimum grade of C is required in CDSC 200.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr. CDSC 201 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC209, Abnormal Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2
Minimum Total Semester Credits: 16

BIOL102, Principles of Biology II, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II, 4 cr. A minimum grade of C is required in CDSC 220.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II, 3 cr. CDSC 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Chemical Dependency Counseling: Certificate
Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

CDSC101, Introduction to Chemical Dependency Counseling (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I(C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II , 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Jasmine Fields
An international education
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: General Studies > Program Requirements

Program Requirements

Liberal Arts and Sciences-General Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **SUNY GEN ED Restricted History Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Natural Sciences Lab Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Other World Civilizations Elective**	Use Schedule Search for electives
Choose one course from the courses listed below:	
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Liberal Arts Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Liberal Arts Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course

Our Stories

Derik Rich
A place to find yourself
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

▶ **English Electives**	Use Schedule Search for electives
▶ **Humanities Elective**	Use Schedule Search for electives
▶ **Math / Science Electives**	Use Schedule Search for electives
▶ **Social Science Electives**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Rosanna Perez
Opening her mind
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Entrepreneurship: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

BUAD103, Entrepreneurship I, 3 cr. A minimum grade of C is required in BUAD 103.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

MATH109, Statistical Literacy	Schedule: Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

▶ **CAPS Elective**	Use Schedule Search for electives
▶ **Humanities Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management, 3 cr. A minimum grade of C is required in BUAD 108.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Our Stories

Rosanna Perez
Opening her mind
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**Natural Science Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
BUAD207, Entrepreneurship II, 3 cr. A minimum grade of C is required in BUAD 207. BUAD 207 is only offered in the Fall semester. It is also occasionally offered in the Summer.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service, 3 cr. A minimum grade of C is required in BUAD 212.	Schedule: Sp, Su, Fa, Wi
BUAD264, Entrepreneurial Internship, 3 cr. A minimum grade of C is required in BUAD 264.	Schedule: Sp, Su, Fa, Wi
►**ACCT, BUAD, or ECON Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > International Business > Program Requirements

Program Requirements

International Business: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
GEOG120, World Regional Geography, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 18

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD217, Fundamentals of Exporting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD215, International Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Adolescence Education: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY101, Development of the Western Tradition I — Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II — Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Math Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

PSYC207, Developmental Psychology: The Adolescent, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Other World Civilizations — Use Schedule Search for electives

►SUNY GEN ED The Arts Elective — Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

EDUC201, Introduction to Education, 3 cr. — Schedule: Sp, Su, Fa, Wi
EDUC 201 is only offered in the Fall semester.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**SUNY GEN ED Natural Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I, 3 cr. A minimum grade of C is required in MATH 113.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Childhood Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

BIOL125, Biology and Earth Science for Teachers, 4 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

EDUC201, Introduction to Education, 3 cr. EDUC 201 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Electives**	Use Schedule Search for electives
►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives
►**SUNY GEN ED The Arts or Lit. for Children**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Early Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ECHD125, Introduction to Early Childhood Education, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

MATH113, Mathematics for Elementary School Teachers I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 113.

PSYC103, Introduction to Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY101, Development of the Western Tradition I Schedule: Sp, Su, Fa, Wi
- HSTY102, Development of the Western Tradition II Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

MATH115, Mathematics for Elementary School Teachers II, 3 cr. Schedule: Sp, Su, Fa, Wi

PSYC205, Childhood Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

BIOL125, Biology and Earth Science for Teachers, 4 cr. Schedule: Sp, Su, Fa, Wi

ENGL102, Approaches to Literature, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

EDUC295, Foundations of Education, 3 cr. EDUC 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

ENGL220, Literature for Children, 3 cr.	Schedule: Sp, Su, Fa, Wi

►**Foreign Language Electives**	Use Schedule Search for electives

►**Liberal Arts & Sciences Concentration**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Liberal Arts and Sciences: Humanities > Program Requirements

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL102, Approaches to Literature, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL201, Fundamentals of Speech, 3 cr. Schedule: Sp, Su, Fa, Wi

HISTORY SEQUENCE
Choose one set of courses from the following sets listed below:

HSTY101, Development of the Western Tradition I, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY102, Development of the Western Tradition II, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY201, American History to 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY202, American History Since 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr. Schedule: Sp, Su, Fa, Wi

ARAB102, Arabic II, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN101, Mandarin Chinese I, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN102, Mandarin Chinese II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN101, French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN102, French II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN201, Intermediate French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN202, Intermediate French II, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM101, Beginning German I, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM102, Beginning German II, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Humanities Electives**	Use Schedule Search for electives
▶ **SUNY GEN ED Math Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Other World Civilizations Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempt from ENGL 100 must substitute a three-credit SUNY General Education approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective (C or better)**	Use Schedule Search for electives
PSYC103, Introduction to Psychology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI290, Social Science Capstone (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Social Sciences Electives (C or better)**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Mathematics Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective (C or better)**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Computer Science -General Sequence: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics, 3 cr. A minimum grade of C is required in MATH 135 as a pre-requisite for MATH 201. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

CSCI165, Computer Science II, 3 cr. CSCI 165 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH181, Discrete Mathematics, 3 cr. MATH 181 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

CIS220, Database Concepts, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

CIS 220 is only offered in the Fall semester.

CSCI205, Computer Science III-Data Structures, 3 cr. CSCI 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CSCI210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 should substitute MATH 206 - Differential Equations. A minimum grade of C in MATH 203 or a minimum grade of B in MATH 202 is required as a pre-requisite for MATH 206. MATH 206 is only offered in the Spring semester. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 17

CSCI165, Computer Science II, 3 cr. CSCI 165 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH181, Discrete Mathematics, 3 cr. MATH 181 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr. A minimum grade of C is required in MATH 202.	Schedule: Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat), 4 cr. PHSC 211 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 17

CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CSCI205, Computer Science III-Data Structures, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

CSCI 205 is only offered in the Fall semester.

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH203, Calculus III, 4 cr. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSCI210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Biotechnology: Associate in Science
Minimum Credits for Graduation: 64

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

BIOL104, General Biology I, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 104.

BIOT101, Introduction to Biotechnology, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CHEM107, General Chemistry I, 4 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.

SUNY GEN ED Restricted Electives — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

CHEM108, General Chemistry II, 4 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

MATH135, Precalculus Mathematics — Schedule: Sp, Su, Fa, Wi

MATH201, Calculus I — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 4
A minimum grade of C is required in BIOL 105 or BIOL 216. BIOL 216 is only available in the Spring semester. It is also occasionally offered in the Summer.

BIOL105, General Biology II — Schedule: Sp, Su, Fa, Wi

BIOL216, General Microbiology — Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Social Sciences Elective — Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

BIOL205, General Genetics, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

BIOL 205 is only offered in the Fall semester.

BIOL206, Molecular Genetic Techniques, 1 cr. BIOL 206 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CHEM205, Organic Chemistry I, 4 cr. CHEM 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

BIOT295, Biotechnology Seminar, 3 cr. BIOT 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

BIOL104, General Biology I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi
BIOL216, General Microbiology (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Biology Elective**	Use Schedule Search for electives
BIOT101, Introduction to Biotechnology, 1 cr.	Schedule: Sp, Su, Fa, Wi
BIOT295, Biotechnology Seminar, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
CHEM101, Principles of Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
CHEM102, Principles of Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
MATH132, College Algebra and Trigonometry, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Communication and Media Arts > Program Requirements

Program Requirements

Communication and Media Arts - Broadcast Journalism: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

COMM100, Creating Online Media, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 100.

COMM101, Mass Media, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM120, Broadcast Operations, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

COMM127, Audio Production I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1
Minimum Total Semester Credits: 16

COMM140, Introduction to Field Production, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM160, Media Writing, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.

COMM225, Communication Law and Ethics, 3 cr. Schedule: Sp, Su, Fa, Wi
COMM 225 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL237, Journalism, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 237. ENGL 237 is only offered in the Spring semester.

IRM101, Research Strategies, 1 cr. Schedule: Sp, Su, Fa, Wi
IRM 101 is only offered in the ;Spring semester.

Fall Term 2
Minimum Total Semester Credits: 15

Our Stories

Kelly Wessell
The place to teach
Full story

CAREER COACH
more than a job

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ANTH202, Cultural Anthropology, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART101, History and Appreciation of Art I	Schedule: Sp, Su, Fa, Wi
ART102, History and Appreciation of Art II	Schedule: Sp, Su, Fa, Wi
ART111, Photography I	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting	Schedule: Sp, Su, Fa, Wi
MUSI101, Music Appreciation	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 17

COMM100, Creating Online Media, 3 cr. A minimum grade of C is required in COMM 100.	Schedule: Sp, Su, Fa, Wi
COMM101, Mass Media, 3 cr. A minimum grade of C is required in COMM 101.	Schedule: Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. A minimum grade of C is required in COMM 110.	Schedule: Sp, Su, Fa, Wi
COMM127, Audio Production I, 3 cr. A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM135, Recording Technology I, 3 cr. A minimum grade of C is required in COMM 135. COMM 135 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS160, Freshman Seminar - Communication and Media Arts, 1 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 16

COMM105, Careers in Audio/Music, 1 cr. COMM 105 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM227, Audio Production II, 3 cr. A minimum grade of C is required in COMM 227. COMM 227 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM235, Recording Technology II, 3 cr. A minimum grade of C is required in COMM 235. COMM 235 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM230, Broadcast Communication Skills, 3 cr. A minimum grade of C is required in COMM 230. COMM 230 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

COMM160, Media Writing, 3 cr. A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM111, Foundations of Digital Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 111.

COMM112, Foundations of Motion Graphics, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 112.

COMM120, Broadcast Operations, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

COMM127, Audio Production I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1
Minimum Total Semester Credits: 15

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM210, Production and Direction, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART104, History of Photography and Video — Schedule: Sp, Su, Fa, Wi

ART106, Introduction to Photojournalism — Schedule: Sp, Su, Fa, Wi

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ART111, Photography I	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM245, Professional Video Editing and Post Production, 3 cr. A minimum grade of C is required in COMM 245. COMM 245 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

COMM145, DVD Authoring, 1 cr. A minimum grade of C is required in COMM 145. COMM 145 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
COMM290, Television News Production, 3 cr. A minimum grade of C is required in COMM 290. COMM 290 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CONT107, Construction Materials, 3 cr. — Schedule: Sp, Su, Fa, Wi
CONT 107 is only offered in the Fall semester.

DRAF117, Architectural Drafting I, 3 cr. — Schedule: Sp, Su, Fa, Wi
DRAF 117 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

Choose one from the courses listed below:
Minimum credits required: 3
MATH 122 is strongly recommended. Students who are eligible for MATH 135 or MATH 201 are encouraged to substitute that course. The minimum requirement of 62 credits must still be met. A waiver request must be submitted and approved.

MATH122, Technical Mathematics — Schedule: Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry — Schedule: Sp, Su, Fa, Wi

►Social Sciences Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

DRAF118, Architectural Drafting II, 3 cr. — Schedule: Sp, Su, Fa, Wi
DRAF 118 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS102, Technology and the Environment, 3 cr. — Schedule: Sp, Su, Fa, Wi

►Restricted Elective — Use Schedule Search for electives

Fall Term 2

Our Stories

Marc Harrison
Inspiration at any age
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Minimum Total Semester Credits: 15

CONT202, Surveying, 3 cr. CONT 202 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

CONT115, Construction Estimating and Planning, 2 cr. CONT 115 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr. CONT 208 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr. CONT 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr. CONT 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Construction & Environmental Technology: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

CONT107, Construction Materials, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT115, Construction Estimating and Planning, 2 cr.	Schedule: Sp, Su, Fa, Wi
CONT202, Surveying, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr.	Schedule: Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I, 3 cr.	Schedule: Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS102, Technology and the Environment, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL227, Fundamentals of Creative Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL258, Creative Nonfiction Writing, 3 cr. ENGL 258 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL262, Poetry Writing, 3 cr. ENGL 262 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ENGL256, Playwriting, 3 cr. ENGL 256 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL212, Fiction Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1
ENGL 108 and ENGL 275 are only offered in the Spring semester.

ENGL108, Literary Performance & the Spoken Word	Schedule: Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing-Screenwriting: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL135, Short Narrative Film Writing, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►CAPS Electives	Use Schedule Search for electives
►CAPS Electives	Use Schedule Search for electives
►Foreign Language Sequence Elective	Use Schedule Search for electives
►Liberal Arts Electives	Use Schedule Search for electives
►SUNY GEN ED Mathematics Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
►Foreign Language Sequence Elective	Use Schedule Search for electives
►SUNY GEN ED Lab Science Elective	Use Schedule Search for electives

Fall Term 2

Our Stories

Blaze Sanders
Big dreams
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Minimum Total Semester Credits: 15

ENGL216, Advanced Screenwriting, 3 cr. Schedule: Sp, Su, Fa, Wi
ENGL 216 is only offered in the Spring semester.

ENGL233, Film Analysis, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech Schedule: Sp, Su, Fa, Wi

ENGL204, Fundamentals of Interpersonal Communication Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
Per New Media Department approval, Creative Writing-Screenwriting majors do not need to complete an ART pre-requisite prior to enrolling in ART 233.

ART233, Animation Schedule: Sp, Su, Fa, Wi

COMM115, Introduction to Digital Video Schedule: Sp, Su, Fa, Wi

Unrestricted Electives Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL255, Writing the Dramatic Television Series, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL274, Marketing the Screenplay, 1 cr. Schedule: Sp, Su, Fa, Wi
ENGL 274 is only offered in the Spring semester.

Liberal Arts Electives Use Schedule Search for electives

SUNY GEN ED Social Sciences Elective Use Schedule Search for electives

Unrestricted Electives Use Schedule Search for electives

Unrestricted Electives Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing - Prose and Poetry : Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL227, Fundamentals of Creative Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL212, Fiction Writing	Schedule: Sp, Su, Fa, Wi
ENGL258, Creative Nonfiction Writing	Schedule: Sp, Su, Fa, Wi
ENGL262, Poetry Writing	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives
►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Creative Writing-Screen Writing : Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL135, Short Narrative Film Writing, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL108, Literary Performance & the Spoken Word, 1 cr. ENGL 260 is only offered occasionally.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting, 3 cr. ENGL 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL271, Writing Internship, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay, 1 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL233, Film Analysis	Schedule: Sp, Su, Fa, Wi
ENGL255, Writing the Dramatic Television Series	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Elective**	Use Schedule Search for electives

Our Stories

Health Services
A healthy campus
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Digital Cinema: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

COMM101, Mass Media, 3 cr. A minimum grade of C is required in COMM 101.	Schedule: Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. A minimum grade of C is required in COMM 110.	Schedule: Sp, Su, Fa, Wi
COMM111, Foundations of Digital Editing, 1 cr. A minimum grade of C is required in COMM 111.	Schedule: Sp, Su, Fa, Wi
COMM112, Foundations of Motion Graphics, 1 cr. A minimum grade of C is required in COMM 112.	Schedule: Sp, Su, Fa, Wi
COMM127, Audio Production I, 3 cr. A minimum grade of C is required in COMM 127. COMM 127 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM140, Introduction to Field Production, 3 cr. A minimum grade of C is required in COMM 140.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor. Students in the Digital Cinema program should take the "Sitcom-themed" section of ENGL 100.	Schedule: Sp, Su, Fa, Wi
FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. FSS 160 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ART111, Photography I, 3 cr.	Schedule: Sp, Su, Fa, Wi
COMM210, Production and Direction, 3 cr. A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. Students in the Digital Cinema program should take the "Film-themed" section of ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services

Maximize Your Experience.

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Choose one from the courses listed below:
Minimum credits required: 3

MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

COMM240, Non Fiction & Fiction Field Production, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 240.

ENGL233, Film Analysis, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1
A minimum grade of C is required in COMM 262 or ENGL 260.

COMM262, Portfolio Preparation-Communication	Schedule: Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	Schedule: Sp, Su, Fa, Wi

►Restricted Electives Use Schedule Search for electives

►SUNY GEN ED Lab Science Elective Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in COMM/ENGL 298. COMM/ENGL 298 is only offered in the Spring semester.

COMM298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi
ENGL298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Restricted Elective I Use Schedule Search for electives

►SUNY GEN ED Restricted Elective II Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Early Childhood > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Early Childhood: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ECHD110, Children and the Arts, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 110.

ECHD125, Introduction to Early Childhood Education, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 125.

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- MATH109, Statistical Literacy Schedule: Sp, Su, Fa, Wi
- MATH110, Topics in Mathematics Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ECHD225, Early Childhood Curriculum Development, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 225.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- HSTY201, American History to 1877 Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- ASTR101, Introductory Astronomy Schedule: Sp, Su, Fa, Wi
- BIOL114, Essentials of Nutrition Schedule: Sp, Su, Fa, Wi
- ENVS101, Introduction to Environmental Science Schedule: Sp, Su, Fa, Wi
- ENVS102, Technology and the Environment Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

RECR150, Play Across Cultures	Schedule: Sp, Su, Fa, Wi
SOCE150, Play Across Cultures	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

ECHD206, Infant/Toddler Environments and Curriculum, 3 cr. A minimum grade of C is required in ECHD 206.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Childhood Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI201, Sociology of the Family, 3 cr. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART120, Drawing I	Schedule: Sp, Su, Fa, Wi
ART130, Ceramics	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 16

ECHD240, Techniques for Observing and Recording Young Children's Development, 3 cr. A minimum grade of C is required in ECHD 240.	Schedule: Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education, 4 cr. A minimum grade of C is required in ECHD 242. Honors option offered. See Program Chair.	Schedule: Sp, Su, Fa, Wi
ENGL220, Literature for Children, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
FSS138, Freshman Seminar - Math/Science, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective**	Use Schedule Search for electives
MATH201, Calculus I, 4 cr.	Schedule: Sp, Su, Fa, Wi

Math/Science Course Pairs
Choose 2 course sets from the following groups. Each set (pair of courses) must be from a different group.
Minimum 14 credits required. Must include one 8-credit pair.

Biology group	Schedule
BIOL101, Principles of Biology I, and BIOL102, Principles of Biology II, Total Credits: 6	BIOL101: Sp, Su, Fa, Wi BIOL102: Sp, Su, Fa, Wi
OR	
BIOL104, General Biology I, and BIOL105, General Biology II, Total Credits: 8	BIOL104: Sp, Su, Fa, Wi BIOL105: Sp, Su, Fa, Wi

Chemistry group	Schedule
CHEM101, Principles of Chemistry I, and CHEM102, Principles of Chemistry II, Total Credits: 8	CHEM101: Sp, Su, Fa, Wi CHEM102: Sp, Su, Fa, Wi
OR	
CHEM107, General Chemistry I, and CHEM108, General Chemistry II, Total Credits: 8	CHEM107: Sp, Su, Fa, Wi CHEM108: Sp, Su, Fa, Wi

Math group	Schedule
MATH200, Statistics, and MATH202, Calculus II, Total Credits: 7	MATH200: Sp, Su, Fa, Wi MATH202: Sp, Su, Fa, Wi
OR	
MATH202, Calculus II, and MATH203, Calculus III, Total Credits: 8	MATH202: Sp, Su, Fa, Wi MATH203: Sp, Su, Fa, Wi

Physics group	Schedule
PHSC104, General Physics I, and PHSC105, General Physics II, Total Credits: 8	PHSC104: Sp, Su, Fa, Wi PHSC105: Sp, Su, Fa, Wi
OR	
PHSC211, Physics I (Mechanics and Heat), and PHSC212, Physics II (Electricity and Magnetism), Total Credits: 8	PHSC211: Sp, Su, Fa, Wi PHSC212: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Math, Science, or Computer Science Electives**	Use Schedule Search for

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

	electives
▶ **SUNY GEN ED Humanities or Foreign Language Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Restricted SUNY GEN ED Elective**	Use Schedule Search for electives
▶ **Liberal Arts Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Liberal Arts & Sci.-Women & Gender Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST100, Perspectives on Women - An Introduction, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST200, Images of Women, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST233, Women in U.S. History, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST120, Women and Health Care, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST125, Women and Work, 3 cr.	Schedule: Sp, Su, Fa, Wi
►	Use Schedule Search for

Our Stories

James Jacob
Family DNA Portraits
Full story

Keuka COLLEGE
Earn your Keuka College Degree at Tompkins Cortland Community College.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

SUNY GEN ED Western Civilization Elective	electives
►Unrestricted Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY110, World History to 1500	Schedule: Sp, Su, Fa, Wi
HSTY111, World History Since 1500	Schedule: Sp, Su, Fa, Wi
HSTY215, History of Latin America	Schedule: Sp, Su, Fa, Wi
HSTY245, Topics in Modern Asia	Schedule: Sp, Su, Fa, Wi
HSTY252, Native American History: Colonial Policies	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
PHIL101, Introduction to Philosophy	Schedule: Sp, Su, Fa, Wi
PHIL201, Contemporary Moral Issues	Schedule: Sp, Su, Fa, Wi

►Math or Science Elective	Use Schedule Search for electives
►Unrestricted Elective	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Sport Management > Program Requirements

Program Requirements

Sport Management: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS175, Freshman Seminar - Sport Management, 1 cr.	Schedule: Sp, Su, Fa, Wi
SPMT150, Foundations of Sport Management, 3 cr. A minimum grade of C is required in SPMT 150.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
►CAPS Electives	Use Schedule Search for electives
►CAPS Electives	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT190, Event Practicum I, 1 cr. A minimum grade of C is required in SPMT 190.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**CAPS Electives**	Use Schedule Search for electives

►**SUNY GEN ED Restricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT255, Sport Event Management, 3 cr. A minimum grade of C is required in SPMT 255. SPMT 255 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
SPMT260, Sport Media Management, 3 cr. A minimum grade of C is required in SPMT 260.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT195, Event Practicum II, 1 cr. A minimum grade of C is required in SPMT 195.	Schedule: Sp, Su, Fa, Wi
SPMT270, Sport Facilities/Venue Management, 3 cr. A minimum grade of C is required in SPMT 270. SPMT 270 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Engineering Science: Associate in Science
Minimum Credits for Graduation: 66
With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses - ENSC 203, 204, 212, and the Restricted Elective - with CHEM 205 and CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 and BIOL 105, General Biology I & II.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete the program. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 18

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC137, Introduction to Engineering, 1 cr. ENSC 137 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr. A minimum grade of C is required in MATH 202.	Schedule: Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat), 4 cr. PHSC 211 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ENSC204, Mechanics of Materials, 3 cr. ENSC 204 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENSC209, Engineering Mechanics: Statics, 3 cr. ENSC 209 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

MATH203, Calculus III, 4 cr. A minimum grade of C is required in MATH 203. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 18

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC203, Electrical Science, 4 cr. ENSC 203 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENSC212, Dynamics, 3 cr. ENSC 212 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH206, Differential Equations, 4 cr. MATH 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
PHSC213, Physics III (Waves, Optics and Modern Physics), 4 cr. PHSC 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Environmental Studies > Program Requirements

Program Requirements

Environmental Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

BIOL104, General Biology I, 4 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 104.

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.

ENVS101, Introduction to Environmental Science, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 101.

FSS132, Freshman Seminar - Environmental Studies, 1 cr. Schedule: Sp, Su, Fa, Wi
FSS 132 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi
ENVS107, Economy, Society & Environment	Schedule: Sp, Su, Fa, Wi
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
POSC107, Economy, Society & Environment	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BIOL105, General Biology II, 4 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in BIOL 105.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENVS102, Technology and the Environment, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENVS 102.

Choose one from the courses listed below:
Minimum credits required: 3
MATH 201 is recommended. Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement.

MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 14

BIOL211, Ecology, 4 cr. BIOL 211 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENVS295, Global Seminar, 3 cr. ENVS 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Graphic Design > Program Requirements

Program Requirements

Graphic Design: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART109, Graphic Design, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART110, Design I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ART114, Design II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART122, Drawing II, 3 cr. ART 122 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART180, Typography, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART111, Photography I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART260, Portfolio Preparation - Graphic Design, 1 cr. ART 260 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ART270, Computer Graphics I, 3 cr. ART 270 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART271, Computer Graphics II, 3 cr. ART 271 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART200, Illustration	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I	Schedule: Sp, Su, Fa, Wi
ART222, Advanced Digital Photography	Schedule: Sp, Su, Fa, Wi
ART233, Animation	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	Schedule: Sp, Su, Fa, Wi
WD157, Web & Mobile Design	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr. A minimum grade of C is required in HUMS 200.	Schedule: Sp, Su, Fa, Wi
▶ **Human Services Electives**	Use Schedule Search for electives
▶ **MATH Elective**	Use Schedule Search for electives
▶ **POSC Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS229, Applied Methods in Human Services, 3 cr. A minimum grade of C is required in HUMS 229.	Schedule: Sp, Su, Fa, Wi
SOCI205, Contemporary Social Problems, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Human Services Electives**	Use Schedule Search for electives

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**Humanities Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

HUMS232, Human Service Internship & Seminar, 4 cr. A minimum grade of C is required in HUMS 232.	Schedule: Sp, Su, Fa, Wi

►**Human Services Electives**	Use Schedule Search for electives

►**PSYC Elective**	Use Schedule Search for electives

►**Science Elective**	Use Schedule Search for electives

►**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Human Services: Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3 HUMS 104 is only offered in the Fall semester.	
HUMS104, Introduction to Corrections	Schedule: Sp, Su, Fa, Wi
HUMS125, Introduction to Early Childhood Education	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC201, Social Psychology	Schedule: Sp, Su, Fa, Wi
PSYC205, Childhood Psychology	Schedule: Sp, Su, Fa, Wi
►**POSC Elective**	Use Schedule Search for electives
►**Restricted Human Services Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

International Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

ANTH220, Dev Anthropology in a Globalizing World, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI220, Dev Anthropology in a Globalizing World, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:

ECON120, Principles of Microeconomics, 3 cr. — Schedule: Sp, Su, Fa, Wi

ECON121, Principles of Macroeconomics, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I (C or better), 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL201, Fundamentals of Speech, 3 cr. — Schedule: Sp, Su, Fa, Wi

GEOG120, World Regional Geography, 3 cr. — Schedule: Sp, Su, Fa, Wi

HSTY111, World History Since 1500, 3 cr. — Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr. — Schedule: Sp, Su, Fa, Wi

ARAB102, Arabic II, 3 cr. — Schedule: Sp, Su, Fa, Wi

CHIN101, Mandarin Chinese I, 3 cr. — Schedule: Sp, Su, Fa, Wi

CHIN102, Mandarin Chinese II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN101, French I, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN102, French II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN201, Intermediate French I, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN202, Intermediate French II, 3 cr. — Schedule: Sp, Su, Fa, Wi

GERM101, Beginning German I, 3 cr. — Schedule: Sp, Su, Fa, Wi

GERM102, Beginning German II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Restricted MATH Elective	Use Schedule Search for electives

Choose one course from the courses listed below:
All students in the program must complete a Study Abroad course. If a two-course pair is taken, the other course can often be used as an elective. Consult with your advisor for more information.

ANTH260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
BIOL116, Tropical Field Natural History, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL250, Field Studies in Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG220, International Culture & Cuisine - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY230, History of Ireland - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi
IED260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC230, History of Ireland, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi

Sustainability Elective	Use Schedule Search for electives

POSC225, Comparative Politics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Restricted SUNY GEN ED Natural Science Elective	Use Schedule Search for electives

SUNY GEN ED Restricted Elective	Use Schedule Search for electives

Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ART111, Photography I, 3 cr. A minimum grade of C is required in ART 111.	Schedule: Sp, Su, Fa, Wi
ART117, Design I for Electronic Media, 3 cr. A minimum grade of C is required in ART 117.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr. A minimum grade of C is required in ART 120.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS137, Freshman Seminar-New Media, 1 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ART212, Digital Photography, 3 cr. A minimum grade of C is required in ART 212.	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I, 3 cr. A minimum grade of C is required in ART 213.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. A minimum grade of C is required in ART 101. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART214, Dynamic Media II, 3 cr. A minimum grade of C is required in ART 214. ART 214 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ART233, Animation, 3 cr. A minimum grade of C is required in ART 233. ART 233 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART261, Portfolio Preparation - New Media, 1 cr. A minimum grade of C is required in ART 261. ART 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. A minimum grade of C is required in ART 102. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART254, Advanced Media Design, 3 cr. A minimum grade of C is required in ART 254. ART 254 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 65
A "C" or higher grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses listed in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each nursing (NURS) course is required to earn a degree in Nursing.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 17

BIOL131, Principles of Human Anatomy and Physiology I, 4 cr. A minimum grade of C is required in BIOL 131.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. ENGL 100, if required, must be completed with a "C" or higher grade before the first semester.	Schedule: Sp, Su, Fa, Wi
NURS110, Fundamentals of Nursing, 7 cr. A minimum grade of C is required in NURS 110. NURS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BIOL132, Principles of Human Anatomy and Physiology II, 4 cr. A minimum grade of C is required in BIOL 132.	Schedule: Sp, Su, Fa, Wi
NURS120, Critical Thinking in Medical Surgical Nursing, 9 cr. A minimum grade of C is required in NURS 120. NURS 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

NURS208, The Art and Science of Nursing Across the Lifespan, 10 cr. A minimum grade of C is required in NURS 208. NURS 208 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
NURS241, Pharmacology for Nurses and Allied Health Professionals, 3 cr. A minimum grade of C is required in NURS 241.	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Spring Term 2
Minimum Total Semester Credits: 16

Our Stories

Rosanna Perez
Opening her mind
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

BIOL112, Essentials of Medical Microbiology, 3 cr. A minimum grade of C is required in BIOL 112. BIOL 112 is offered in the Spring semester, as well as occasionally in the Summer semester.	Schedule: Sp, Su, Fa, Wi
NURS225, Professional Practice and Complex Nursing Care, 10 cr. A minimum grade of C is required in NURS 225. NURS 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Humanities Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Photography > Program Requirements

Program Requirements

Photography: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART104, History of Photography and Video, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART111, Photography I, 3 cr. A minimum grade of C is required in ART 111.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ART110, Design I	Schedule: Sp, Su, Fa, Wi
ART117, Design I for Electronic Media	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

ART114, Design II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART122, Drawing II, 3 cr. ART 122 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART212, Digital Photography, 3 cr. A minimum grade of C is required in ART 212.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART112, Photography II, 3 cr. A minimum grade of C is required in ART 112.	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

ART262, Portfolio Preparation - Photography, 1 cr. ART 262 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART222, Advanced Digital Photography, 3 cr. A minimum grade of C is required in ART 222.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Recreation: Exercise Studies > Program Requirements

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

FITN208, Weight Control, 1 cr. — Schedule: Sp, Su, Fa, Wi

HLTH126, Health and Fitness, 1 cr. — Schedule: Sp, Su, Fa, Wi

RECR110, Introduction to Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 110 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in BIOL 101 or BIOL 104. Students who have taken both high school biology and chemistry with minimum Regents exam grades of 80% within the past five years can take BIOL 104. The BIOL 101 and BIOL 102 sequence is recommended.

BIOL101, Principles of Biology I — Schedule: Sp, Su, Fa, Wi
BIOL104, General Biology I — Schedule: Sp, Su, Fa, Wi

►FITN Elective — Use Schedule Search for electives

►SUNY GEN ED MATH Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

BIOL114, Essentials of Nutrition, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FITN215, Aerobic Conditioning, 1 cr. — Schedule: Sp, Su, Fa, Wi

RECR120, Leadership in Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 120 is only offered in the Spring semester.

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology — Schedule: Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

SOCI101, Introduction to Sociology — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in BIOL 102. Students who complete BIOL 104 in the first semester must take HLTH 205 to fulfill this requirement. Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child, & Infant CPR certification or higher should complete RECR 210 - Diversity and Inclusion. A waiver form must be submitted and approved.

BIOL102, Principles of Biology II — Schedule: Sp, Su, Fa, Wi

HLTH205, First Aid and Safety Education — Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

BIOL201, Human Anatomy and Physiology I, 4 cr. — Schedule: Sp, Su, Fa, Wi
BIOL 201 is only offered in the Fall semester. Students must complete both BIOL 101 and BIOL 102 with C or higher grades, or BIOL 104 with a C or higher grade as a pre-requisite for BIOL 201.

RECR230, Personal Training & Aerobic Leadership, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 230 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

ENGL102, Approaches to Literature — Schedule: Sp, Su, Fa, Wi

ENVS105, Environmental Ethics — Schedule: Sp, Su, Fa, Wi

►SUNY GEN ED Restricted Electives — Use Schedule Search for electives

►SUNY GEN ED Restricted Electives — Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

BIOL202, Human Anatomy and Physiology II, 4 cr. — Schedule: Sp, Su, Fa, Wi
BIOL 202 is only offered in the Spring semester.

RECR220, Programming in Recreation and Leisure, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 220 is only offered in the Spring semester.

RECR232, Exercise Physiology, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 232 is only offered in the Spring semester.

RECR285, Recreation Field Work, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech — Schedule: Sp, Su, Fa, Wi

ENGL204, Fundamentals of Interpersonal Communication — Schedule: Sp, Su, Fa, Wi

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Degrees & Certificates > Recreation: Outdoor Recreation > Program Requirements

Program Requirements

Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FITN102, Swimming II, 1 cr. A student who can demonstrate the swimming proficiency required for FITN 216 - Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
FITN216, Lifeguard Training, 2 cr. A student who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute 2 credits of Outdoor Activity Electives. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Outdoor Activity Elective**	Use Schedule Search for electives

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

►**SUNY GE Nat. Sciences or The Arts Elective**	Use Schedule Search for electives

►**Unrestricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

BIOL115, Field Natural History, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR274, Outdoor Recreation Pursuits, 3 cr. RECR 274 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
Students intending to transfer to SUNY Cortland should take ENGL 102.

ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Foreign Language Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR260, Camp Counseling and Outdoor Education, 3 cr. RECR 260 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1

RECR276, Outdoor Recreation Field Adventure	Schedule: Sp, Su, Fa, Wi
RECR284, Outdoor Recreation Proficiency	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi

►**SUNY GE Amer. Hist. or West. Civ. Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates > Recreation: Recreation Leadership > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

Program Requirements

Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education, 3 cr. Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child, and Infant CPR or higher can substitute a 3-credit Unrestricted Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

James Jacob
Family DNA Portraits
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE BIZ
Customized Contract Training
Professional Development Workshops
Non-Credit Online Programs
Community Parterships

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR215, Recreation and the Expressive Arts, 3 cr. RECR 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Elective**	Use Schedule Search for electives
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
RECR 201 is only offered in the Spring semester.

RECR201, Introduction to Therapeutic Recreation	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi
►**FITN Elective**	Use Schedule Search for electives
►**PSYC Elective**	Use Schedule Search for electives
►**SUNY GE Amer. Hist. or West. Civ. Elective**	Use Schedule Search for electives

SUNY General Education & Tompkins Cortland Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Showing 1 - 10 of 949

Course	Date	Session	Credits	Fees	Schedule	Instructors	Available Seats
Academic Success-Continuing Students ACAD175/Lecture/M01	1/27/11 - 5/20/11	2011 Spring Other	1.000		M 11:00 AM - 11:50 AM; Tompkins Cortland Community College, Main, Room 147A	Dr. Christine M. Xaver PhD	4 of 20

Policies & Procedures > Grading Policies > Grade Point Average

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at Tompkins Cortland are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ACCT 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students. Use of TC3 MyMail accounts is a privilege given to each student. Students are expected to use these accounts consistent with the College's Computer Use/Ethics Policy.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Director of Human Resources

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilities Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Grievance and Conduct Violation Policies Overview

Tompkins Cortland is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and Tompkins Cortland Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Director of Human Resources
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs (if initially heard by Residence Director) or Dean of Student Life (if initially heard by Director of Residence Life and Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the College's community when involved in grievance or conduct violation procedures. The following staff members are

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

specifically identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Barb Thayer, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Director of Human Resources, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's Tompkins Cortland myMAIL account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, Tompkins Cortland ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and

the file shall be considered confidential and maintained by the maker for a period of three years.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Director of Residence Life & Judicial Affairs	Darese Doskal	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Director of Human Resources	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	John Bradoc	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Registrar	Katrina Campbell	101	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Policies & Procedures > Student Rights and Responsibilities > Academic Policies and Regulations

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Classroom Behavior

Tompkins Cortland values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior, any may begin disciplinary proceedings in accordance with the Tompkins Cortland Non-Academic Code of Conduct.

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Julianna Johnson
A life-changing education
Full story

See the world.
Explore Study Abroad

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to reduction in grade and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. These recommendations and a report of the violation shall be sent to the Provost within five class days.

The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The Provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a notation that the student has violated the Policy on Academic Integrity may be made on the official academic records of the student.

Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the Provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Policies & Procedures > Student Rights and Responsibilities > Classroom Behavior

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Classroom Behavior

Tompkins Cortland values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior and may begin disciplinary proceedings in accordance with the College's Non-Academic Code of Conduct.

Our Stories

Rosanna Perez
Opening her mind
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

for 10 or 15 week courses, within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

Tompkins Cortland supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other Tompkins Cortland staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other Tompkins Cortland staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Director of Human Resources/Affirmative Action Officer to assist with trying to resolve issues with other Tompkins Cortland staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Director of Human Resources should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or Tompkins Cortland Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final

Our Stories

Donna Ryan
From Tompkins Cortland to Duke University
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

determination in the matter and notify all interested parties of the final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another person's username/password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Our Stories

Esther Williams
The thriving artist
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Privacy

Each user account is protected from unauthorized access by requiring the use of a unique password to identify the legitimate user. No user will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy

The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Technology Office (201) and the library.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Updated July 13, 2015

Statement of Responsibilities

As members of the Tompkins Cortland Community College, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by the College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residence life staff, dining services staff, and campus police staff acting in the performance of their duties.

2. In the event campus police and/or law enforcement officials make a request of a student in regard to an ongoing investigation or incident, it is expected that students comply fully with the request/directive made by such officials within the confines of the law.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds,

Our Stories

Julianna Johnson
A life-changing education
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
Office of Diversity Education and Student Services
Maximize Your Experience.

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

alteration or fraudulent possession or use of documents or instruments of identification.

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action. Disruption or obstruction for purposes of this Code includes video/audio recording when it is interfering with College activities.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action. Examples include actions through electronic means including but not limited to non-consensual sexting, use of social media for nefarious intent including to foster, promote or otherwise seek to engage in any of the activities set forth herein.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without affirmative consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or affirmative consent of the partner, engaging in acts of peeping or voyeurism.

Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender.

-Consent to any sexual act or prior consensual activity between or with any party does not constitute consent to any other sexual act

-Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol

-Consent may be initially given but withdrawn at any time

-Consent may not be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitations may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and unable to give consent.

-Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.

-When consent is withdrawn or can no longer be given, sexual activity

must stop.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others. Further examples include actions through electronic means including but not limited to sexting, or use of social media for nefarious purposes.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on College-owned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity or on any College property under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to

afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the Tompkins Cortland judicial system.

Good Samaritan Policy

The health and safety of all Tompkins Cortland students is of utmost importance. Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. ANYTIME you see a situation where another student is in danger – from drugs or alcohol, of being physically or sexually assaulted (including incidents of domestic violence, dating violence, stalking or sexual assault), or anytime their physical well-being is in immediate danger, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. Bystanders or reporting individuals acting in good faith to disclose any incident of domestic violence, dating violence, stalking, sexual assault, physical assault or drug/alcohol poisoning to college officials or law enforcement will not be subject to punitive consequences, for violations of alcohol and/or drug use policies occurring at or near the time of the incident.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Dating violence, domestic violence, sexual assault, or stalking
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime…)
- Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result, is sanctioned through a judicial hearing process that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. If a student's alleged violations make them eligible for suspension, they will have the right to request a board hearing with faculty, staff and student members. The student will have 48 hours (business hours) from receipt of their letter to contact the Director of Residence Life and Judicial Affairs to request a board hearing. Upon doing so, the Director will schedule and notify the student of the board hearing time and location. Boards will be made up of 1 faculty, 1 faculty or staff, a student and a non-voting staff member. The 3 members will hear the case and make determination. All procedures for a board hearing will mirror the procedures for an administrative hearing.

5. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer or board if responsibility is determined based on the evidence available.

6. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney to assist the student in their hearing is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the administrative procedures and charges will be explained, documentation

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

7. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

8. In all cases, the burden of proof is “the preponderance of the evidence,” i.e. whether it is “more likely than not” that the violation occurred.

9. In determining a sanction, the judicial hearing officer will consider a student’s previous judicial violations as well as engagement in his or her academic program

10. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student in violation may appeal the hearing officer’s decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs or a hearing board, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks. The appeal officer will determine whether the appeal meets the grounds for an appeal, as well as, whether the decision should be changed.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Cases involving alleged dating violence, domestic violence, sexual assault, and stalking

The College will conduct a timely review of all complaints of dating violence, domestic violence, sexual assault, and/or stalking. Absent extenuating circumstances, review and resolution is expected to take place within thirty (30) calendar days from receipt of complaints.

Preliminary review of all complaints, including any necessary interviews to be conducted and necessary interim measures to be put into place,

will usually be completed within five days of receipt of the complaint.

The comprehensive review and investigation , including all interviews and gathering of evidence, is usually completed within 15 days of receipt of the complaints.

Results of the complaint from the hearing, decision and any sanctions, are typically issued within 25 days of of receipt of the complaint to both the complainant and the accused.

An appeal of the results must be submitted within 10 days of receipt of the written results by either the complainant or accused. Absent extenuating circumstances, decisions on appeals are typically issued within 14 calendar days of submission of the appeal.

Interim Measures
Throughout the time of this process, the College will take interim measures to ensure the safety of the complainant. This may include adjustments to academic schedules, changes in housing assignments, cease and desist orders and/or summary actions (removal or suspension) against the accused. The Office of Residence Life and Judicial Affairs will promptly review any interim measure (cease and desists, summary suspensions or removals, or others) at the request of either the accused individual or the reporting/affected individual. The individuals can submit evidence to support their request to the Director of Residence Life and Judicial Affairs.

Extensions
All deadlines and time requirements may be extended for good cause as determined by the Director of Residence Life and Judicial Affairs. Both parties will be notified in writing of the delay, the reason for delay and provided the date of the new deadline or event. Extensions will not be longer than 5 business days.

Evidence
Evidence to be presented by either party during the hearing on the charges must be shared with other party at least two business days in advance of the hearing. The hearing officer of the case shall make the final decision related to all admissibility of all evidence.

Right to Advisors
Both parties in these cases have a right to an advisor during their conduct hearing and any related meetings. Advisors may speak privately to their advisee during the proceeding, but may not represent the student.

Sanctions
The College considers dating violence, domestic violence, sexual assault, and stalking as extremely serious violations and subject to suspension or expulsion from the College. Students found responsible for these crimes who are suspended or expelled will receive a notation of their transcript indicating that they were suspended or expelled after a finding of responsibility for a code of conduct violation. Students who withdraw from the college while such conduct charges are pending and decline to complete the disciplinary process will receive a notation on their transcript indicating that they withdrew with conduct charges pending.

Retaliation
No member of the College community shall retaliate, intimidate, threaten, coerce, or otherwise discriminate against a person who files a complaint, serves as a witness, or assists or participates in a dating violence, domestic violence, sexual assault or stalking case in any manner. Participants who experience retaliation should report the incident to Campus Police or the Office of Residence Life and Judicial Affairs immediately.

Summary Removal from the College Housing System
The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College

The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the college or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Campus Police (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester

During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year. Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning

Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution

Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules

Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline will result in further disciplinary action.

Community Service

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Residence Hall Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Conduct Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College. Any student on conduct probation or with higher level of sanctioning will be reviewed prior to any travel on behalf of or with the college and before serving in any student leadership role on campus.

Residence Hall Reassignment

In the event that in the judicial hearing officer's assessment the student

and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal
The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College. Students on deferred suspension are not permitted to travel with or on behalf of the college (for class, internships, etc.) and are not allowed to hold formal student leadership positions on campus (club officers, mentors, etc.)

Suspension
Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared "Persona Non Grata" and must receive permission from the Office of Campus Police before entering onto all College properties until s/he is readmitted. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "suspended after a finding of responsibility for a code of conduct violation."

Expulsion
Permanent termination of the student's status at the College. Student is also declared "Persona Non Grata" and must receive permission from the Office of Public Safety before entering onto all College properties. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "expelled after a finding of responsibility for a code of conduct violation."

Sanctions for Alcohol and Other Drug Violations
Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; additional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to an Options group meeting.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to Tompkins Cortland.

Failure to complete sanctions
Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the

same type.

Parental Notification

In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment in the college.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades) or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Examples of this form of sexual harassment would include but

Our Stories

Linda Pasto
Partners in possibility
Full story

The Pathways Scholarship provides aid and support for adult students
PATHWAYS THERE IS MONEY FOR COLLEGE
SCHOLARSHIP UP TO $7,000

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

are not limited to:

- Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.
- Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.
- Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

- Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.
- Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).
- Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.
- Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.
- Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination/Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

- Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a complaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@tompkinscortland.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Director of Human Resources
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Darese Doskal, Director of Residence Life and Judicial Affairs
Tioga Hall, 844-8222, ext. 6591

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will complete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

Includes the filing of a formal complaint

Involves the appointment of a hearing panel

Calls for a formal investigation of all the elements of a complaint.

Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the

investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only. All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or Tompkins Cortland Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Blaze Sanders
Big dreams
Full story

TOMPKINS CORTLAND COMMUNITY COLLEGE
STUDENT health101
ARTICLES | VIDEOS | NEWS

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Policies & Procedures > Student Rights and Responsibilities > Drug and Alcohol Policies

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Family Educational Rights and Privacy Act (FERPA)

Academic Regulations

Grading Policies

Academic Standards

Student Rights and Responsibilities

Campus Policies and Procedures

Faculty

Admissions Office

607.844.6580

admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Derik Rich

A place to find yourself

Full story

DegreeWorks

The easy way to track your degree progress

News & Announcements

Spring Break

Form 1098-T Information

Health Center Partners with Upstate Concierge Medicine

Colleges Secures $25K in SUNY Grants for Local Workforce Training

Memorial Day Holiday

Spring Academic Calendar

Planning to Graduate in August?

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the College campus or affiliated with Tompkins Cortland. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Marc Harrison
Inspiration at any age
Full story

COLLEGENOW
COLLEGE CREDITS FOR HIGH SCHOOL STUDENTS
Get Started in High School
Finish Your Degree at Tompkins Cortland Community College

News & Announcements
- Spring Break
- Form 1098-T Information
- Health Center Partners with Upstate Concierge Medicine
- Colleges Secures $25K in SUNY Grants for Local Workforce Training
- Memorial Day Holiday
- Spring Academic Calendar
- Planning to Graduate in August?

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the Tompkins Cortland community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the Tompkins Cortland community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

Office of Public Safety/Campus Police, Room 118, 844.6511

Carolyn Boone, Coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283

Sharon Dovi, Affirmative Action Officer, Room 219, 844.8222, Ext. 4251

Seth Thompson, Director of Diversity Education and Support Service, Room 187, 844.8222, Ext. 4358

Tompkins Cortland law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

orientation and throughout the year by the Office of Counseling, Career, Transfer Services.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Sexual Assault, Dating Partner Violence, Domestic Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the Tompkins Cortland community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking

This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct

This offense includes sexual intercourse without consent* and deviate sexual intercourse without consent*. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape

This series of offenses includes sexual intercourse with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent* due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act

This series of offenses includes oral or anal sexual conduct* with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching

This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse

This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent* due to physical helplessness, or due to the person being under the age of

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Dating Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the "same family or household" include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Dating Violence is any violent crime committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined based on victim's statement with consideration of the length or the relationship, the type of relationship, and the frequency of the relationship.

Sections of the New York State Penal Law that relate to domestic or dating violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

Disorderly Conduct

Harassment

Menacing

Reckless Endangerment

Criminal Obstruction of Breathing or Blood Circulation

Strangulation

Assault

Any other offense that constitutes a crime against the person

*Consent in any of the above acts is defined as Affirmative Consent or a clear, unambiguous, knowing, informed, and voluntary agreement between all participants to engage in sexual activity.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, change your clothes or otherwise alter your physical appearance; contact Office of Campus Police immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim's fault.

Students have the right to pursue adjudication of crimes occurring on the Tompkins Cortland campus through criminal courts and/or through the college's internal disciplinary process (under the Student Code of Conduct). Tompkins Cortland police officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action
Where there is probable cause to believe the College's regulations

prohibiting sexual assault, domestic partner/dating violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Student Protections

The College will make every effort to be responsive and sensitive to the reporters of these serious crimes. Protection of the a student and prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the accuser and the respondent both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

Right of Appeal

The student in violation (or the reporting individual in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director

of Residence Life and Judicial Affairs, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate,

Our Stories

Linda Pasto
Partners in possibility
Full story

Delhi
SUNY Delhi bachelor's degree without leaving Tompkins Cortland Community College
You can study part-time or full-time and build upon credits you earned at Tompkins Cortland or other colleges.

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

to enforce these regulations.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@tompkinscortland.edu

NOT AVAILABLE LIVE CHAT

Stay connected with Tompkins Cortland

Non-Academic Policies and Regulations

Student Bill of Rights

The State University of New York and the College are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College/University-wide and campus programs, activities, and employment. All victims/survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad:

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Options in Brief

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;
- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, see below Options for Confidentially Disclosing Sexual Violence).

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
Spring Break
Form 1098-T Information
Health Center Partners with Upstate Concierge Medicine
Colleges Secures $25K in SUNY Grants for Local Workforce Training
Memorial Day Holiday
Spring Academic Calendar
Planning to Graduate in August?

Make a report to:

A title IX Coordinator

Campus Police;

Local law enforcement; and/or

Family Court or Civil Court.

Options for Confidentially Disclosing Sexual Violence

Tompkins Cortland Community College wants you to get the information and support you need regardless of whether you would like to move forward with a report of sexual violence to campus officials or to police. You may want to talk with someone about something you observed or experienced, even if you are not sure that the behavior constitutes sexual violence. A conversation where questions can be answered is far superior to keeping something to yourself. Confidentiality varies, and this document is aimed at helping you understand how confidentiality applies to different resources that may be available to you.

If you want to discuss a situation with someone who will not disclose any information to the college or police, you can speak with certain counselors in Counseling, Career and Transfer Services or with the medical professionals in the Student Health Center. Staff there can provide Title IX specific details.

Other staff and faculty on campus will share information with a Title IX Coordinator so they can investigate the situation and prevent further occurrences.

When a student desires no formal action and/or anonymity, Title IX Coordinators will still be required to investigate, but will do their best to keep that student's identity private.

If there is concern that this is an ongoing community danger, Campus Police may have to issue a campus alert. In doing so, they will make every effort to keep the reporting individual's information private.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW it's free online

Past Academic Catalogs

2014-2015
2013-2014
2012-2013
2011-2012

Course Descriptions by Academic Year

2015-2016
2014-2015
2013-2014
2012-2013
2011-2012

News & Announcements

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Academic Programs | Degrees and Certificates

Expand your education

- Honors College
- Farm to Bistro
- Study Abroad
- Honor Society
- Sustainability Designation
- Disney College Programs
- Vector Scholars Program

Online Learning

Fully online degrees
Fully online certificates
Hundreds of courses
Make a schedule that fits you

CAREER COACH

Turn degrees into jobs

Learn about salaries, openings, predictions for future openings, and other career options

APPLY NOW it's free online

Transfer made easy

Articulation agreements with four-year schools

Easy transfer within SUNY using DegreeWorks

Long-term relationships with hundreds of transfer schools

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

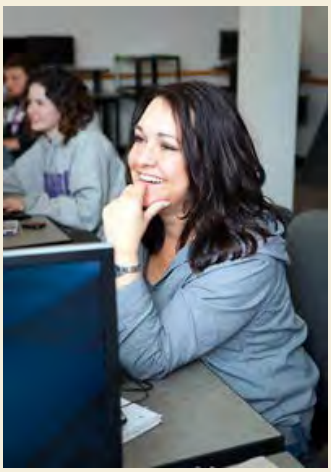
Stay connected with TC3.

Honors College

A Community of Scholars

Requirements
PSYC 103

The TC3 Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.



Honors College Curriculum

The honors curriculum is available to students enrolled in a TC3 degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take honors sections of English composition, literature, sociology, and psychology. In some cases, these courses are included in program degree requirements. In other cases, honors courses will be taken in addition to courses required for a degree. Typically, students enroll in two of the four required honors sections in their first semester and the other two in their second semester. Class sizes will be limited to 20 students.

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at TC3. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

SGA Tompkins Cortland Community College

News & Announcements

reference for review by the director. Letters of reference should address your potential for academic achievement among a community of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

TC3 Sustainability Literacy Program

Earn a special sustainability designation with any TC3 degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements

Requirements and approved electives (pdf)

Sustainability Efforts on Campus

Find out what faculty, staff and students are doing on campus

An Emerging Field

The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. TC3's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement TC3's associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements

To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Rosanna Perez
Opening her mind
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

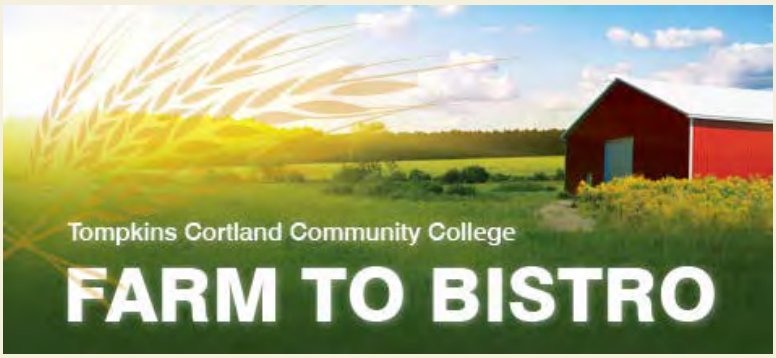
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from TC3's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Disney College Program

Note: This information is intended for current TC3 students. Students attending TC3 international partner schools should contact their school's international programs office for information about the TC3 Disney International College Program.

What is it?

A full-time paid internship at Walt Disney World in Orlando, Florida. Students can receive academic credit while building their resume working for a Fortune 100 company.

Who is eligible?

The program is open to all college students. At TC3, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact Melinda Slawson in the TC3 Global Initiatives office to discuss visa regulations.

What are TC3's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a TC3 faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from TC3, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and

Our Stories

Carrie Buchanan
A tradition of service
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

others) after completing college. Many TC3 alumni have made careers with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

More than 20 different positions are available in Operations, Lodging, Food and Beverage, Retail/Sales, Recreation, and Entertainment. Students may be placed anywhere at the Walt Disney World Resort, including Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $9.00 to $9.43 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $79 to $109, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All TC3 Disney students have the option of enrolling in BUAD 261-Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the TC3 Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:
Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opportunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

TC3 online courses:
Students who are thinking about taking a TC3 online course in addition to BUAD 261 while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to TC3. The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($79 to $109 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the TC3 Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the TC3 Disney application to the TC3 Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the TC3 WDW pre-departure meeting to be scheduled by the TC3 Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

TC3 Disney Program Coordinator
TC3 Room 214
607.844.8222, Ext. 4258
Email Coordinator

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

TC3's Study Abroad

We Offer Faculty Led Trips

TC3 sponsors short term programs in several different countries. New programs are always in the works.

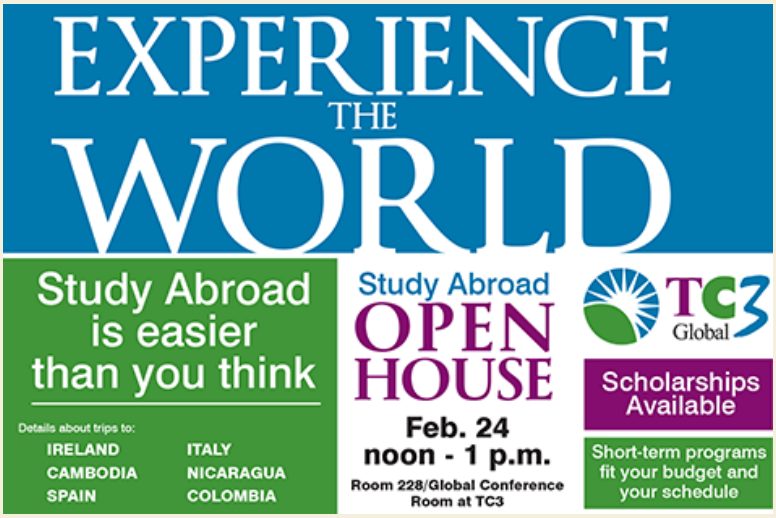
Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine



Why Attend This Open House?
Find out details about all available programs, meet faculty trip leaders and returned students, get information on how to apply and possible funding sources and scholarships.

Why Study Abroad?
Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Our Stories

Kelly Wessell
The place to teach
Full story

CAREER COACH
more than a job

News & Announcements

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

- Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program
- Meet with a Faculty Trip Leader to get course details and learn more about the process
- Make an appointment with a representative from TC3's Office of Financial Aid, room 201 as soon as you can
- Apply for your passport (it takes several months)
- Register for the appropriate course (In November for Spring, in April for Fall)
- Begin to save your money! Apply for a Scholarship!
- Submit all pre-departure documents ON TIME and
- Attend mandatory Pre-Departure Orientations

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Vector Scholars

VECTOR SCHOLARS

Financial and academic support for dedicated students

The Vector Scholars program provides personal support for students invested in their success, but in need of some financial and academic assistance.

Vector Scholar Info

- Applying to be a Vector Scholar
- Vector Scholars Peer Mentors (for continuing students only)

The program, which forges personal connections among participants and the TC3 community with an intensive pre-semester program in the fall and programming throughout the semester, helps dedicated students to:

- Identify a clear academic direction
- Develop academic success skills
- Navigate a path to completion

Pre-Semester Program

The core of the experience is an intensive pre-semester program in August. All expenses for this will be paid (resident or commuter) for the pre-semester program while students join other new students, current students, and faculty and staff in a range of activities preparing them for a successful first semester at TC3.

The program begins with a family/sponsor orientation and BBQ and ends with a celebration of academic success at the end of fall semester.

The Benefits of Becoming a Vector Scholar

Discover and develop your strengths to apply them for college and career success.

Create early connections to the college community and resources.

Benefit from meeting faculty/staff mentors, peer mentors, and an assigned financial aid counselor.

Develop an academic plan and a personal roadmap to graduation and beyond.

Have the opportunity, in many cases, to accelerate any developmental coursework you need.

Receive a stipend for textbooks and other course materials in both fall and spring semesters.

Receive ongoing support through the fall and spring semester.

Have fun doing it all!

Requirements

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Only 60 students will be accepted as Vector Scholars. They must be new, full-time students, meet income and academic preparedness requirements, and maintain good academic and judicial standing.

No Cost to Participate

There is **no cost** for participation in the program, but spaces are limited. All materials and program expenses will be provided. Pre-semester residence hall fees will be paid for residential students. Commuter students will receive transportation assistance.

The Vector Commitment

Scholars will actively participate in all required program activities (including some evening and weekend activities). Commitment will include full-time participation in activities during the pre-semester period approximately one and a half weeks before classes begin.

Scholars will be part of regular, small group meetings during the fall semester.

Scholars will commit to attend and actively participate in all their classes.

Scholars will commit to actively take responsibility for their success at TC3.

For More Information

For more information contact Michelle Nightingale, 607.844.8222, Ext. 4441, or email Vector@TC3.edu.

Find out about becoming a Vector Scholars Peer Mentor (for continuing students only).

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Phi Theta Kappa

Phi Theta Kappa Honor Society

An honor for two-year colleges

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

Member eligibility

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at the Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 credit hours or more. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Non-members participating in PTK activities

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK activities and meetings

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the TC3 chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

The TC3 chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy and the role of competition in education and the lives of students.

Our Stories

Linda Pasto
Partners in possibility
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

The TC3 chapter is also committed to many service projects, such as organizing road side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and national Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK advisors

PTK advisors Katrina Campbell or Hal Brown can be contacted at PTK@TC3.edu.

Once you receive your invitation from TC3

Membership fee

The membership fee is a one-time fee. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through graduation, transfer or other means.

You may be able to find help covering your membership fee. Please talk to one of the advisors for more information.

Financial Benefits of Phi Theta Kappa

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, applications for PTK sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at TC3 can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarship although any help with, participation in, and attendance at PTK events is always appreciated.

Induction

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College president, vice president and provost, and the dean of instruction. Chapter officers and advisors, often joined by faculty and members of the board of trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

Making the Most of your Membership

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will also provide information about national PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow interesting PTK members from TC3 and other colleges, and to get the most out of your school work!

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Online Learning

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your TC3 online course using any Internet connection, anytime, anywhere.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

Degrees Offered Fully Online

These TC3 degree programs can be completed fully online:

- Accounting, A.A.S., Certificate
- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Hotel and Restaurant Management, A.A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These TC3 certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.S.
- Business Administration, A.S.
- Chemical Dependency Counseling, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Entrepreneurship, A.A.S.
- International Business, A.S.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Liberal Arts and Sciences: Adolescent Education, A.S.

Liberal Arts and Sciences: General Studies, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Sport Management, A.S.

Wine Marketing, A.A.S.

For more information about taking online courses,
Email OnlineLearning@TC3.edu or call 607.844.8222, ext. 4399

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of TC3 program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Transfer Assistance

Visit the Counseling, Career, and Transfer Services office for transfer assistance.

Graduate Profile

TC3 graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- New Media

Alfred University

- Liberal Arts and Sciences: General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences: General Studies

Binghamton University

- Accounting
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Humanities
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women & Gender Studies
- Nursing
- Paralegal
- Sport Management

Buffalo State College

- Biotechnology
- Broadcast Production

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Communication and Media Arts
Criminal Justice
Digital Cinema
Engineering Science
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Photography

Canisius College
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Math/Science

Cazenovia College
Criminal Justice
Liberal Arts and Sciences: General Studies

Clarkson University
Engineering Science

College of St. Rose

Columbia University
Liberal Arts and Sciences: Math/Science

Cornell University
Biotechnology
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Digital Cinema
Engineering Science
Environmental Studies
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
New Media
Paralegal
Photography

The Culinary Institute of America
Culinary Arts

CUNY Brooklyn College

Elmira College
Early Childhood
Human Services
Nursing

Empire State College
Accounting
Business Administration
Chemical Dependency Counseling
Construction and Environmental Technology
Human Services
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Nursing
Paralegal

Fashion Institute of Technology
- Graphic Design

Hilbert College
- Criminal Justice
- Paralegal

Hobart and William Smith Colleges
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science

Hunter College, City University of New York
- Human Services

Ithaca College
- Accounting
- Broadcast Production
- Business Administration
- Chemical Dependency Counseling
- Communication and Media Arts
- Computer Information Systems
- Computer Science
- Creative Writing
- Digital Cinema
- Early Childhood
- Environmental Studies
- Graphic Design
- Human Services
- International Business
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Photography
- Recreation: Outdoor Recreation
- Recreation: Recreation Leadership
- Sport Management

John Jay College of Criminal Justice
- Criminal Justice

Keuka College
- Computer Support Specialist
- Early Childhood
- Human Services
- Nursing

New York University
- Creative Writing
- Digital Cinema

Pratt Institute
- Graphic Design

Paul Smith's College
- Culinary Arts

Roberts Wesleyan College
- Early Childhood

Rochester Institute of Technology
- Biotechnology
- Computer Information Systems
- Computer Science

Construction and Environmental Technology
Engineering Science
Graphic Design
Liberal Arts and Sciences: Math/Science
New Media
Photography

St. John's University
Liberal Arts and Sciences: Social Science

St. John Fisher College
Broadcast Production
Communication and Media Arts
Sport Management

Stony Brook University
Liberal Arts and Sciences: Women & Gender Studies

SUNY College at Brockport
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Criminal Justice
International Business
Liberal Arts and Sciences: Women & Gender Studies
Paralegal
Recreation: Exercise Studies
Recreation: Recreation Leadership
Sport Management

SUNY College at Cobleskill
Biotechnology
Liberal Arts and Sciences: General Studies

SUNY College at Canton
Human Services
Liberal Arts and Sciences: General Studies
Paralegal

SUNY College at Cortland
Accounting
Biotechnology
Broadcast Production
Business Administration
Chemical Dependency Counseling
Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
New Media
Paralegal
Photography
Recreation: Exercise Studies
Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry

Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences: Math/Science

SUNY College at Fredonia

Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
New Media

SUNY College at Geneseo

Communication and Media Arts
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies

SUNY College at Oneonta

Business Administration
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
New Media

SUNY College at Oswego

Broadcast Production
Business Administration
Communication and Media Arts
Criminal Justice
Digital Cinema
Graphic Design
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Photography

SUNY College at Plattsburgh

Broadcast Production
Chemical Dependency Counseling
Culinary Arts
International Business

Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Recreation: Recreation Leadership

SUNY College at Potsdam
Computer Science

SUNY College at Purchase
Broadcast Production
Creative Writing
Liberal Arts and Sciences: Women & Gender Studies

SUNY Delhi
Business Administration
Culinary Arts
Nursing

SUNY Institute of Technology
Accounting
Computer Information Systems
Engineering Science
Sport Management

SUNY Morrisville State College
Recreation: Exercise Studies

SUNY New Paltz
Communication and Media Arts
Early Childhood
Graphic Design
International Business
Liberal Arts and Sciences: Women & Gender Studies
Photography

SUNY Upstate Medical University
Biotechnology
Nursing

Syracuse University
Chemical Dependency Counseling
Digital Cinema
Graphic Design
Human Services
Liberal Arts and Sciences: General Studies
Paralegal
Sport Management

Utica College
Nursing
Paralegal

Wells College
Computer Science
Criminal Justice
Human Services
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Paralegal

Out of State Opportunities

Boston University

Digital Cinema

East Stroudsburg University
Graphic Design

Emerson College
Creative Writing
Digital Cinema

Florida State University – College of Motion Picture Arts
Digital Cinema

Full Sail University
Broadcast Production

Green Mountain College
Recreation: Outdoor Recreation

Indiana University at Indianapolis
Sport Management

Jefferson School of Health Professions
Biotechnology

Johnson & Wales
Culinary Arts

Johns Hopkins University
Engineering Science

Lock Haven University
Recreation: Outdoor Recreation
Recreation: Recreation Leadership

Mansfield University
Liberal Arts and Sciences: General Studies
Sport Management

Ohio Wesleyan
Sport Management

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences: General Studies

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences: Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of New England
Environmental Studies

University of Texas at Austin
Digital Cinema

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah

Liberal Arts and Sciences: General Studies

Wesley College

Sport Management

Western Kentucky University

Liberal Arts and Sciences: General Studies

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Culinary Arts
A.A.S. Degree

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Engineering Science
A.S. Degree

Entrepreneurship
A.A.S. Degree

Environmental Studies
A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management
A.A.S. Degree

TC3 to Add New Degree Programs

Applied Science and Technology*
The new Applied Science and Technology A.A.S. degree program will give students the technical skills high-tech employers in our area need, right now.

more info

Human Services*
The new Human Services A.S. degree program will provide a solid foundation to students who plan to transfer for a bachelor's degree in human service or social work.

*programs are pending SUNY and New York State Education approval

more info

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

International Studies
A.S. Degree

Liberal Arts and Sciences: Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences: General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences: Humanities
A.A. Degree

Liberal Arts and Sciences: Math/Science
A.S. Degree

Liberal Arts and Sciences: Social Science
A.S. Degree

Liberal Arts and Sciences: Women & Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Sustainable Farming and Food Systems
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2015	Dryden	Evening
Summer	2016	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
CULI	DRAF	ECHD	ECON	EDUC
ELEC	EMT	ENGL	ENSC	ENVS
ESL	FITN	FREN	FSS	GEOG
GEOL	GERM	HLTH	HRMG	HSTY
HUMN	HUMS	IED	IRM	ITAL
MATH	METR	MUSI	NURS	OFFC
PARA	PARC	PHIL	PHSC	POSC
PSED	PSYC	RDNG	RECR	RUSN
SOCE	SOCI	SPAN	SPMT	WD
WGST	WINE			

Search

Guide to disciplines

Tompkins Cortland Community College offers many learning opportunities that incorporate current technologies. Please note that **any** course, even those primarily designed to be delivered in lecture format, may require online activity as part of the course. Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Academic Calendar

Academic Calendar

TC3 offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the TC3 Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Regulations

Transfer Credit Policy

Transfer courses are evaluated individually. Credits for all courses passed with a letter grade of C or higher at regionally accredited institutions and recorded on official transcripts will be evaluated and may be accepted for applicability to specific Tompkins Cortland degree or certificate requirements. College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the institution where the courses were taken is accredited by the Ministry of Education in that country. Grades and credits earned at another institution are not calculated into a student's grade point average at TC3.

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the TC3 website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

(waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Credit/Contact Hours

Following State University of New York (SUNY) regulations, TC3 has adopted the following definitions and practices regarding credit and required contact hours.

A semester credit hour is normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

I. Lecture, seminar, quiz, discussion, recitation
A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom instruction with a normal expectation of two hours of outside study for each class session. Typically, a three-semester credit hour course meets three 50-minute sessions per week for fifteen weeks for a total of 45 sessions.

II. Activity supervised as a group (laboratory, field trip, practicum, workshop, group studio)
A semester credit hour is awarded for the equivalent of fifteen periods of such activity, where each activity period is 150 minutes or more in duration with little or no outside preparation expected. Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

III. Supervised individual activity (independent study, individual studio, tutorial)
a) One credit for independent study (defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member) will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

b) Credit for tutorial study (defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance) will be awarded on the basis of one semester hour credit for each equivalent of fifteen contact hours of regularly scheduled instructional sessions."

Credit/Contact Hour Source: SUNY Policy
Document Number: 1305
Effective Date: June 30, 1976

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising TC3 faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree
A student must be matriculated into a degree program and file an

application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the Academic Records Office regarding degree status. A student who applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Up to three fitness credits may be applied toward unrestricted elective requirements in any degree program.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Student Services

Student Services

Our mission is student success, and the TC3 community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to TC3, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about TC3's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

TC3 offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at TC3, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, TC3 is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

Blaze Sanders
Big dreams
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Faculty

Meet Our Faculty

Ansbro, Marianne
Professor, Coordinator of Disney Program

Bethony, Danielle
Associate Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena, Milagros
Associate Professor, Nursing

Cerretani, Susan
Associate Professor, English

Chase, Lawrence
Professor, Business

Ensign, Mary Ellen
Assistant Professor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Associate Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Assistant Professor, Mathematics

Gilewski, Amber
Associate Professor, Psychology

Gold, Darlene, Ph.D.
Associate Professor, English

Grossman, Richard
Professor, Reading

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Jacob, James R., Ph.D.
Professor, Biology

Johnson, Kimari
Assistant Professor, English

Kalata, Brian
Assistant Professor, Culinary

LaMontain Jasmine

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Littell, Harry
Associate Professor, Photography

McCabe, T Paul
Instructor, English

McCabe, Timothy
Assistant Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Assistant Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moore, Paula
Professor, Nursing

Moose, Barbara
Assistant Professor, Nursing

Moser, Sandra
Professor, Nursing

Moss-Hinchcliff, Robin
Professor, English Speakers of Other Languages

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pastorello, Karen, Ph.D.
Professor, History

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.
Professor, Psychology

Regula, Anna
Associate Professor, Reading

Reid, Taylor, Ph.D.
TC3 Farm Education Director

Sambolec, Eric, Ph.D.
Professor, Psychology

Sammis, Carol
Associate Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Professor, Nursing

Seager, Brandon
Assistant Professor, Wine Marketing

Seyfried, Lisa
Assistant Professor, Nursing

Shanks, Christine
Assistant Professor, Graphic Design

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Associate Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Associate Professor, Hotel and Restaurant Management

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Testa, Paul
Professor, Construction Technology

Vande Berg, Travis, Ph.D.
Associate Professor, Sociology

Wessell, Kelly, Ph.D.
Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > General Education

General Education

SUNY General Education

All Approved Courses

CRITICAL THINKING

TC3 graduates will:

Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.

Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

TC3 graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

TC3 graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

TC3 Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

TC3 graduates will:
Begin to understand how their lives shape and are shaped by the

Our Stories

Derik Rich
A place to find yourself
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

complex world in which they live.

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many TC3 programs feature internship opportunities.

Internship options by degree program area

Business Administration

BUAD261: Walt Disney World College Program

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama

ENGL271: Writing Internship

Creative Writing-Screenwriting

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Adult Learning at TC3

News & Announcements
>

Office Management and Administration

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Register for Classes

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 101)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Fall and Spring Semester
Monday–Thursday, 8 a.m.–8 p.m.
Friday, 8 a.m.–2 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Exceptions:
March 21–25, 2016
Monday–Thursday 8–5 p.m.
Friday, Closed

Cortland Extension Center

157 Main Street
Cortland, NY
607.756.5275

Fall and Spring Semester
Monday–Thursday, 8 a.m.–8 p.m.
Friday, Saturday and Sunday, Closed
1.607.756.5275

Exceptions:
March 21–25, 2016
Monday and Tuesday 8 a.m. –5 p.m.
Wednesday and Thursday 8–11 a.m. and 2–5 p.m.
Friday, Closed

Our Stories

Janelle Boyd
Her vision of success
Full story

Adult Learning at TC3

News & Announcements

Register Online

You can register online if you meet certain criteria and are authorized by your advisor.

- Sign in to myTC3 and select myINFO
- Select "Register," then select "Register for Courses"
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by e-mail or by phone (607.844.6580).

Assessment/Prerequisites

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at TC3. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via e-mail or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

E-mail or call the Enrollment Services Center

Call 607.844.6580 or e-mail the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes. TC3 offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. To enroll in a course once the "add" deadline has passed, students are required to obtain the Dean of Instruction's signature in addition to their advisor and instructor's signatures.

Dropping/Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at TC3 at any time. Students at Cortland may cross-register for one course at TC3 as well.

Grades earned in such courses will not appear on the TC3 transcript, nor will they count toward a student's GPA at TC3. Students are responsible for having official transcripts sent to TC3 after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of "X" will be made on the student's academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. You will be responsible to pay the fees. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at TC3 if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at TC3 will be approved. Contact the Academic Records Office for further information.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates > Honors College > PSYC 103

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Honors College

PSYC 103, Introduction to Psychology Honors Option

Welcome to the Spring 2011 semester at TC3. If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Our Stories

Blaze Sanders
Big dreams
Full story

CAREER COACH
more than a job

News & Announcements

Successful completion means earning a minimum grade of 85 out of 100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tc3.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 101.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Culinary Arts

(HEGIS: 5404)

A.A.S. Degree

[redacted]

The Culinary Arts program teaches aspiring hospitality and culinary students the "farm-to-table" concept driving menus in some of the finest restaurants worldwide. Utilizing products from TC3's own organic farm as part of the College's innovative Farm to Bistro concept, students will be immersed in the practices of "gastronomy" as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College's downtown Ithaca culinary center Coltivare, complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer institutions include:

- Paul Smith's College
- Johnson & Wales
- SUNY College at Plattsburgh
- SUNY Delhi
- The Culinary Institute of America

For specific transfer information, contact the Program Chair.

Program Chair
Brian Kalata
Assistant Professor (Culinary)
E-mail

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Sustainable Farming and Food Systems

(HEGIS: 5499)

A.A.S. Degree

[redacted]

The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on TC3's main campus and work closely with food retailers, restaurants, as well as the TC3 Eatery and the College's Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro concept.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Taylor Reid, Ph.D.
TC3 Farm Education Director
E-mail

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate

[redacted]

A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- Hands-on experience through the College's Farm to Bistro concept. Wine Marketing students will get real-world experience pairing wines with meals at Coltivare, the College's downtown Ithaca restaurant and culinary center – supplied with fresh produce from the College's organic farm.
- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Certificate(s)

Wine Marketing, requirements, career options

Internship Opportunities

Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities

Our Stories

Farm to Bistro
Sustainable innovation
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

The wine marketing program prepares graduates for careers in wine marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Brandon Seager
Assistant Professor (Wine Marketing)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

[redacted]

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. The degree also benefits from TC3's innovative Farm to Bistro concept – the College will operate an organic farm adjacent to campus and provide produce to the College's downtown Ithaca restaurant and culinary center, Coltivare. TC3 is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, short courses including proctored exam for certification in Food Safety and Alcohol service from the National Restaurant Association known as SERVSAFE, round out the completion of the degree program. Individuals who are seeking these credentials are welcome to register for these classes.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

Our Stories

Jasmine Fields
An international education
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

A.A.S., requirements, career options

Career Opportunities
The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options
Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many TC3 Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the TC3 campus.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

TC3's Study Abroad

We Offer Faculty Led Trips

TC3 sponsors short term programs in several different countries. New programs are always in the works.

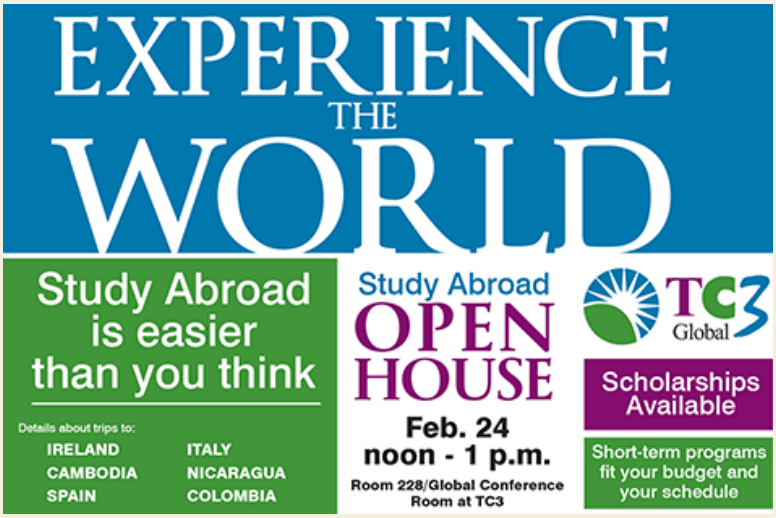
Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine



Why Attend This Open House?
Find out details about all available programs, meet faculty trip leaders and returned students, get information on how to apply and possible funding sources and scholarships.

Why Study Abroad?
Study abroad makes students better leaders and more employable global citizens, looks extraordinary on your resume, and can change the way you think about the world.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Opportunities Available Through SUNY Cortland

Our Stories

Holly McBean
Making her dream possible
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Tompkins Cortland Community College can also participate in any of SUNY Cortland's more than 30 study abroad programs on six continents. For more information on the new opportunities, visit the SUNY Cortland study abroad website.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

- Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program
- Meet with a Faculty Trip Leader to get course details and learn more about the process
- Make an appointment with a representative from TC3's Office of Financial Aid, room 201 as soon as you can
- Apply for your passport (it takes several months)
- Register for the appropriate course (In November for Spring, in April for Fall)
- Begin to save your money! Apply for a Scholarship!
- Submit all pre-departure documents ON TIME and
- Attend mandatory Pre-Departure Orientations

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Study Abroad > Cambodia

Cambodia - English and Anthropology

Be transformed, and experience Cambodia in the heart of Southeast Asia

Explore Angkor Wat, local villages and outdoor markets. Learn about the Khmer Rouge. Taste traditional foods, interact with local people, serve in a local NGO, view the beautiful countryside, and be transformed. Throughout the trip, we will practice anthropology and reflective travel writing. You may choose a focus area of the Cambodia culture to research.

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Date: The first two weeks of January 2016

Travel Fee: Approximately $3,000

Travel Fee Includes

Transportation to JFK and in country

Round-trip airfare

Lodging

Some meals

Entrance/admission to all attractions

Mandatory travel health insurance

Not included in the trip fee: Passport fees, vaccination costs, some meals, personal spending money, tuition (included in your fall course load), and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $300 minimum for personal spending and other meals.

Scholarships

Students may be eligible for scholarships through the TC3 Foundation, SUNY, Benjamin A. Gilman, and other sources.

Our Stories

Dryden Mutual
Mutual benefit
Full story

Adult Learning at TC3

News & Announcements

Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

Courses Offered

English 149, Transformative Travel Writing, 3 credits
ANTH 260, Fieldwork in Anthropology, 3 credits

Instructors

Susan Cerretani | Associate Professor of English
Susan teaches the Transformative Travel Writing Course (ENGL 149) and has traveled with TC3 students to Ireland, Ecuador, and Cambodia. Contact Susan by calling 607.844.8222, Ext. 4286 or by Email.

Tina Stavenhagen-Helgren Professor of Anthropology
Tina teaches Fieldwork in Anthropology (ANTH 260) and has traveled with TC3 students to Guatemala. She also chairs the International Studies Program. Contact Tina by calling 607.844.8222, Ext. 4201 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Study Abroad > Ireland

Ireland: Literature & History

Experience the Literature and History in the Land of Stories

Earn six college credits while experiencing the rich heritage of Ireland. Escaping conquest by Rome, Ireland has retained much of its tribal past in its contemporary culture, in the shrill strains and mournful undertones of its music, and in the warm, communal, and genuine hospitality of its people.

Students will get off the beaten path with experienced professors and tour authentic medieval castles and monasteries; visit two World Heritage sites: the passage tomb of Newgrange (older than the Pyramids of Giza in Egypt) and the majestic Cliffs of Moher.

Students will also read Irish literature in the landscapes where Irish writers drew their inspirations, walk the battlefields that changed Irish history, see world-class museums and heritage centers, and explore the cobblestone streets and markets of Dublin and Galway.

Date: Study in the fall 2015 semester; travel as a group in early January 2016

Travel Fee: Approximately $2,600

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Travel Fee Includes

Two weeks in modern youth hostels and inns (share rooms with other participants)

Round-trip airfare

Transportation to/from the airport

Our Stories

Linda Pasto
Partners in possibility
Full story

FARM TO BISTRO at Tompkins Cortland Community College

News & Announcements

In-country breakfasts

Entrance/admission to all attractions

Mandatory travel health insurance

Not included in the trip fee: Passport fees, any vaccination costs, daily lunches and dinners, tuition, and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 minimum for personal spending and other meals.

Scholarships

Students may be eligible for scholarships available through the TC3 Office of Financial Aid, room 101.

Courses Offered

English 250, Field Studies in Literature, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Kimari Johnson | Professor of English
Kimari teaches the Field Studies in Literature course and has traveled extensively. She also is especially fond of Irish Literature. Contact Kimari at 607.844.8222, Ext. 4332, or by Email.

John Sheehan
John teaches the History of Ireland course, as well as other Liberal Arts courses at TC3. He has traveled with TC3 students to Ireland for the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Looking for Adventure?
Come with us to Nicaragua this winter!

Join our team for a 15-day immersion in Nicaraguan life and culture with a focus on health care.

Date: January 1-6, 2016

Travel Fee: Approximately $1,800

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Travel Fee Includes:

- 15 nights of accommodations
- All meals and non-alcoholic beverages
- Transportation from Managua to Puerto Cabezas, and all other in-country transport
- Translation services
- Cultural activities
- Workshop and activity supplies
- Insurance (mandatory)

Not included in the travel fee: passport fees, vaccination costs, transportation to the airport, and round trip airfare to Managua, Nicaragua, (Approximately $800-900), any applicable baggage fees imposed by the airlines, personal spending money (estimated $300) or tuition for associated courses.

Scholarships: Students may be eligible for scholarships through the

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact Instructors or the Study Abroad Coordinator (Global Office, room 230) for more information about scholarship opportunities.

Activities

Join our team for a 15-day immersion in Nicaraguan life and culture, with a focus on health care. You will engage in a full spectrum of activities as both student and educator as you participate in service learning and exchange with our Nicaraguan partners. Activities may include health clinics in remote indigenous communities, teaching projects at local health care facilities, cultural activities, and much more.

Our goal for this service-learning course is to provide you with a deeper understanding of the reality of healthcare in a resource constrained setting. This includes development of an understanding of the cultural, environmental, and social realities faced by Nicaraguans on a daily basis.

The Atlantic coast of Nicaragua provides a unique and diverse setting for our group. For more than 20 years, TC3 has been travelling to Puerto Cabezas, the capital city of RAAN. Our history of service and learning in the community makes this experience unique and deeply rewarding for both our group and our Nicaraguan collaborators.

Courses Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore
RN, CNM, MSN, teaches the international health on-site as well as many other nursing courses at TC3. She has been traveling and teaching the Nicaragua service learning trip to TC3 students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by email.

Paul Treadwell
With seven years experience leading trips to Nicaragua, Paul has developed a deep understanding of the history and culture of Nicaragua. His focus is on providing rich and meaningful learning experiences for trip participants. He also works at Cornell University where he is engaged in the development of online learning courses for adult learners. Contact Paul by email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Colombia - Ecology and History

[redacted]

See the Amazon and the Andes.

Date: May 19 - June 3, 2016

Estimated Cost: $3500

Open to all TC3 students. Limited space available. Registration is by permission only.

Opportunities

Fall - January

- Cambodia: Anthropology & English
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Program Cost Includes

- 14 nights in local hostels/hotels
- Round trip airfare
- All local transportation and guide fees
- 14 meals (one meal a day)
- HTH International Insurance (mandatory)

Does Not Include

Passport and Visa Fees

Vaccination costs

Any applicable baggage handling fees imposed by the airlines

Any entrance or exits taxes into/out of the destination country

Additional meals

Personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

Activities

Our Stories

Esther Williams
The thriving artist
Full story

CAREER COACH
more than a job

News & Announcements

This course explores the diversity of Colombian landscapes and cultures. We will begin in the city of Cali, one of the major economic and industrial centers of the country. From there, we will explore the cloud forests of the Central Andes by horseback, canoe the flooded forests of the Amazon, and snorkel or scuba dive among the Caribbean reefs. Throughout the trip, we will focus on the intersection of environment and culture in order to enrich our understanding of this diverse country.

[redacted]

Scholarships

Students may be eligible for scholarships available through the TC3 Office of Financial Aid, room 101.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an aquatic ecologist who has co-led this trip since its inception four years ago. He is a dedicated teacher and an enthusiastic advocate for tropical ecosystem conservation. Contact Kelly by calling 607.844.8222, Ext. 4235 or by Email.

Dr. David Flaten
is interested in the dynamic history of modern Colombia, working to integrate student understanding of the human and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Italy: Culture & Cuisine

[redacted]

Date: Early June 2016
Cost: $5100

Opportunities

Fall - January

Cambodia: Anthropology & English

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Health insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Global Initiatives, room 230.

Activities

Arrive in Rome for orientation and sightseeing. Travel north through the countryside to Tuscany, then on to Florence, all while exploring

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

the culture, art, artifacts, and architecture of Italy. Experience hands-on cooking and wine classes taught by world-class Italian chefs and instructors from the Apicius International School of Hospitality. Stroll the local farm markets, and learn how the "Mediterranean diet" has sustained the people of Italy and become an international phenomenon.

Course Offered

HRMG 220, 3 credits
International Culture and Cuisine

ANTH 260, 3 credits
Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management Program at TC3. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 122, at 607.844.8222, Ext. 4281 or by Email.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

The Open SUNY Readiness Guide

See how an online course works. Check your computer skills. Prepare for success in online courses.

Are you Ready?

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Jasmine Fields
An international education
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Benefits

The benefits of online learning go beyond mere convenience. You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, e-mail, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course e-mail without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by TC3 to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At TC3, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course e-mail, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. TC3 is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Taking an Online Course

You should have received a letter from TC3 with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in TC3 PASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select "Web Courses" link.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

Blackboard is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

The student computer recommendation lists what will meet or exceed the hardware requirements.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Accounting, requirements, career options

Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Visit Career Coach to explore career options related to:

Accounting, A.S. degree
Accounting, A.A.S. degree
Accounting, Certificate

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

Ithaca College
Binghamton University
University at Buffalo
SUNY College at Cortland
SUNY Oneonta
SUNY Oswego
SUNY Institute of Technology
University of Texas San Antonio
Empire State College

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Gary Ford
Professor (Accounting)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Business Administration

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, certificates in Business Management and Executive Office Assistant are offered for those intending to pursue or advance their employment opportunities in a business-related occupation.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Business Management, requirements, career options
Executive Office Assistant, requirements, career options

Online Degree and Certificate
All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the TC3 enrollment services center for specific information.

Career Opportunities
Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

Binghamton University
Cornell University
SUNY College at Cortland
SUNY Delhi
Empire State College

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

SUNY College at Fredonia

Ithaca College

SUNY College at Oswego

SUNY College at Oneonta

SUNY College at Brockport

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs

Larry Chase (A.A.S. Degree)
Professor (Business)
E-mail

Kevin Haverlock (A.S. Degree)
Professor (Business)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
E-mail

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Computer Support Specialist

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree

As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options

While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology. Recent graduates have continued their education at:

Keuka College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tammy Smith
Professor (Computer Information Systems)
E-mail

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Get research help @ the TC3 Library

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Paralegal

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Paralegal

(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Paralegal Studies, requirements, career options

Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Adult Learning at TC3

News & Announcements

Syracuse University

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bob Sarachan
Professor (Paralegal)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Chemical Dependency Counseling

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at TC3. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Chemical Dependency Counseling, requirements, career options

Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Our Stories

Crystal Sanchez
A career, not just a job
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- University of Phoenix
- SUNY College at Plattsburgh
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: General Studies

(HEGIS: 5649)

A.S. Degree, Certificate
This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

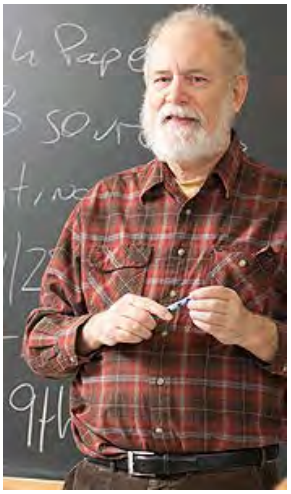
Certificate(s)
Liberal Arts and Sciences – General Studies, requirements, career options

Transfer Options
Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah
- Wells College
- Western Kentucky University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories



English 98
Accelerated Development
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Program Chair
Jeanne Cameron
Professor (Sociology)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Criminal Justice, requirements, career options

Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Campus Police.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
E-mail

Our Stories

Randol Contreras
From the streets of the South Bronx to academia, Randol Contreras found his path at TC3
Full story

News & Announcements

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor (Economics/Business)
E-mail

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

International Business

(HEGIS: 5001)

A.S. Degree
As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options
The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kevin Haverlock
Professor (Business)
E-mail

Our Stories

Jasmine Fields
An international education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Liberal Arts and Sciences: Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

TC3 offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S.

Area

Adolescent Education (Teacher Education Transfer), requirements, career options

Childhood Education (Teacher Education Transfer), requirements, career options

Early Childhood Education (Teacher Education Transfer), requirements, career options

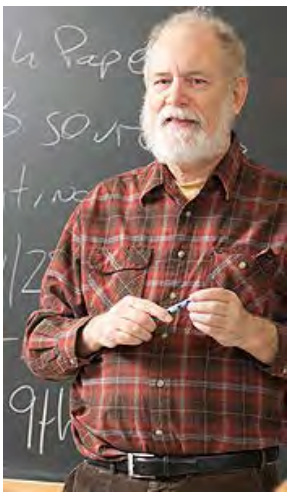
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S.

Our Stories



English 98
Accelerated Development
Full story

CAREER COACH
more than a job

News & Announcements

curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in childhood or early childhood education or in adolescence education:

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
E-mail

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
E-mail

Program Chair - Early Childhood
Carol Sammis
Associate Professor (Early Childhood Education)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Liberal Arts and Sciences: Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

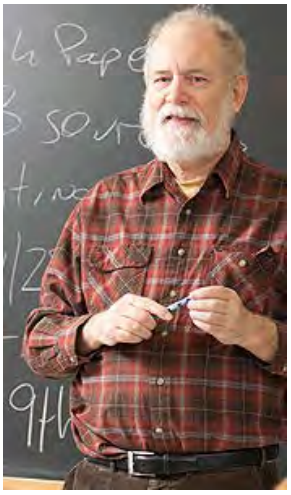
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bruce Need
Professor (English)
E-mail

Our Stories



English 98
Accelerated Development
Full story

The Pathways Scholarship provides aid and support for adult students

PATHWAYS THERE IS MONEY FOR COLLEGE
SCHOLARSHIP UP TO $7,000

News & Announcements

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Liberal Arts and Sciences: Social Science

Liberal Arts and Sciences: Social Science

(HEGIS: 5649)

A.S. Degree

The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options

Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair

Eric Sambolec, Ph.D.
Associate Professor (Psychology)
E-mail

Our Stories

Dr. Jeanne Cameron
2012 Chancellor's Award Winner
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Computer Science

(HEGIS: 5101)

A.S. Degree
The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S.
Sequence
General, requirements, career options
Engineering, requirements, career options

Career Opportunities
Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options
Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
E-mail

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Certificate(s)
Biotechnology, requirements, career options

Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Visit Career Coach to explore career options related to:

Biotechnology, A.S. degree

Biotechnology, Certificate

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

University at Buffalo

Buffalo State College

SUNY College at Cobleskill

Cornell University

SUNY College at Cortland

SUNY College of Environmental Science and Forestry

Jefferson School of Health Professions

SUNY Upstate Medical University

Our Stories

Olu Roberts
A pathway to the future
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Rochester Institute of Technology

For specific transfer information, contact the Program Chair.

Program Chair
James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Communication and Media Arts

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree

The communication and media arts program is a transfer program that focuses on broadcast journalism. At TC3 you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.S.

Emphasis
Broadcast Journalism, requirements, career options

Career Opportunities

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
E-mail

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 STUDENT health101 ARTICLES | VIDEOS | NEWS

News & Announcements

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At TC3, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.A.S.

Concentration

Radio, requirements, career options

Television, requirements, career options

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
E-mail

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

News & Announcements

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Construction and Environmental Technology, requirements, career options

Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

Empire State College

SUNY College of Environmental Science and Forestry

Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)

Our Stories

Linda Pasto
Partners in possibility
Full story

CAREER COACH
more than a job

News & Announcements

E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish TC3's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A.

Concentration

Prose, Poetry, and Drama, requirements, career options

Screenwriting, requirements, career options

Certificate(s)

Creative Writing: Poetry and Prose, requirements, career options

Creative Writing: Screenwriting, requirements, career options

Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

TC3's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a TC3 screenwriter sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recent graduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

SGA Tompkins Cortland Community College

News & Announcements

New York University

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs

Darlene Gold, Ph.D.
Associate Professor (English)
E-mail

Kimari Johnson
Assistant Professor (English)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Digital Cinema

(HEGIS: 5606)

A.S. Degree

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios. Students may also choose (with instructor approval) to participate in the "Hollywood trip," a six-credit travel course that involves educational experiences on-site at television and film sets in Los Angeles.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Career Opportunities

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

Temple University

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis
Associate Professor (Early Childhood Education)
E-mail

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates >

An error occurred on the server when processing the URL. Please contact the system administrator.
If you are the system administrator please click here to find out more about this error.

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Liberal Arts and Sciences: Math/Science

(HEGIS: 5649)

A.S. Degree
The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

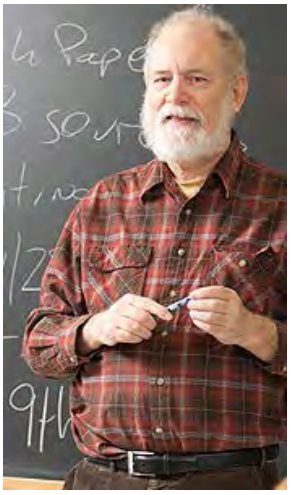
Transfer Options
Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Nancy Putnam
Professor (Mathematics)
E-mail

Our Stories



English 98
Accelerated Development
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Liberal Arts and Sciences: Women & Gender Studies

(HEGIS: 5649)

A.S. Degree
Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options
Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

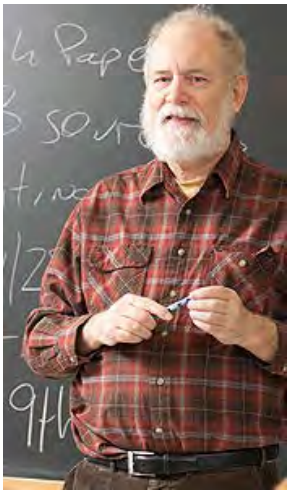
Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Karen Pastorello, Ph.D.
Professor (History)

Our Stories



English 98
Accelerated Development
Full story

SGA Tompkins Cortland Community College

News & Announcements

E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

TC3's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Institute of Technology
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
E-mail

Our Stories

Janita Moricette
From TC3 to TC3
Full story

Text the Library
607.545.4TC3

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

New Media

(HEGIS: 5012)

A.S. Degree
The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-ROM, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options
The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
E-mail

Our Stories

Blaze Sanders
Big dreams
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Engineering Science

(HEGIS: 5609)

A.S. Degree

Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at TC3 you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options

The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Institute of Technology
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair

Paul Testa
Professor (Engineering Science)
E-mail

Our Stories

Deep Patel

Ithaca grad takes advantage of leadership opportunities and finds his voice

Full story

TC3.biz Link to Success

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Environmental Studies

(HEGIS: 5499)

A.S. Degree
Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Field Work
Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the TC3 campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities
A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options
The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kelly Wessell, Ph.D.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Professor (Biology)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Graphic Design

Graphic Design

(HEGIS: 5499)

A.S. Degree
Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options
Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Christine Shanks

Our Stories

Julianna Johnson
A life-changing education
Full story

Text the Library
607.545.4TC3

News & Announcements

Professor Graphic Design
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Human Services

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Human Services, requirements, career options

Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Nursing

(HEGIS: 5012)

A.A.S. Degree

Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

TC3's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Scholarships are available for students in the Nursing program. Graduates have an excellent job placement record.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)

A.A.S., requirements, career options

Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Keuka College

Utica College

SUNY Upstate Medical University

Le Moyne College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images. Student work is on display at the Photography department site.

You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, you will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. You will also gain a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

In addition to technology-based skills, you will approach photography as a fine arts activity and acquire a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Career Opportunities

You will be prepared for the increasingly electronic environment that commercial creative work requires. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging. Thus, it is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

New media content production - multimedia - moving image and animation - web content production - media artist.

Transfer Options

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the TC3 degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

Text the Library 607.545.4TC3

News & Announcements

transferred to:

University at Albany
Buffalo State College
Cornell University
SUNY College at Cortland
Ithaca College
SUNY New Paltz
SUNY College at Oswego
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Harry Littell
Assistant Professor (Photography)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > Recreation: Outdoor Recreation

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree

Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Field Experience

Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options

Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Assistant Professor (Recreation)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Recreation: Recreation Leadership

(HEGIS: 5506)

A.S. Degree
Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Field Experience
Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and TC3's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities
Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options
The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Vanessa Wikel
Finding her own path
Full story

TC3.biz Link to Success

News & Announcements

Program Chair
Patrick Mercer
Assistant Professor (Recreation)
E-mail

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2015-2016)

Degree(s)

A.S., requirements, career options

Agencies offering Certification in Fitness/Personal Training

American College of Sports Medicine

National Academy of Sports Medicine

American Council on Exercise

National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potential graduate transfer options include

SUNY College at Brockport

SUNY College at Cortland

CUNY Brooklyn College

Ithaca College

Lock Haven University

SUNY Morrisville State College

Program Chair

Patrick Mercer
Assistant Professor (Recreation)
E-mail

Our Stories

Ben Currens
More than you might expect
Full story

Get research help @ the TC3 Library

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

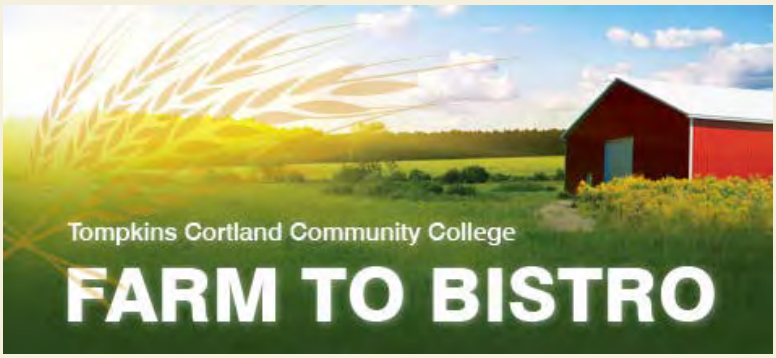
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This dynamic field lab and classroom will

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from TC3's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Degrees & Certificates > International Studies

International Studies

(HEGIS: 2210)

A.S. Degree
Explore your role in the world's interconnected cultures and nations. TC3's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

Study Abroad for First-person Learning
All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Program Requirements
(for those matriculating in 2015-2016)

Degree(s)
A.S., requirements, career options

Career Opportunities
Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Transfer Options
Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. TC3 students also frequently transfer to schools such as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tina Stavenhagen-Helgren
Professor (Anthropology)
E-mail

Our Stories

Padraic O'Donnell
Finding his strength
Full story

CAREER COACH
more than a job

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
CULI	Culinary Arts
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

NURS	Nursing
OFFC	Office Management and Administration
PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

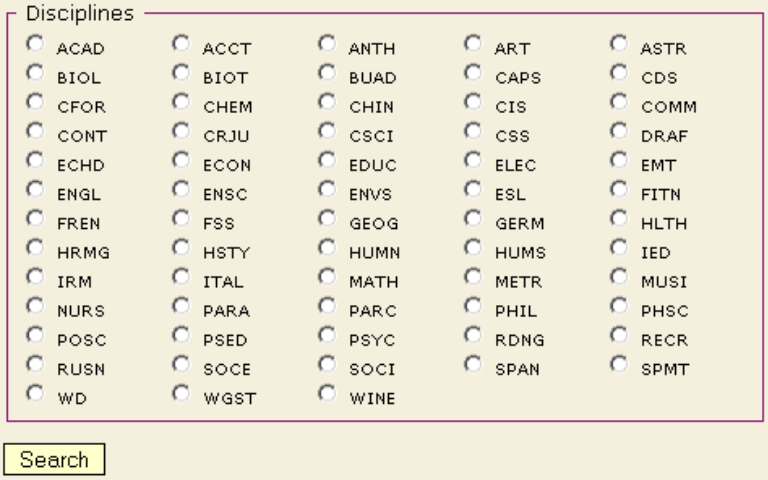
Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Vanessa Wikel
Finding her own path
Full story

Text the Library
607.545.4TC3

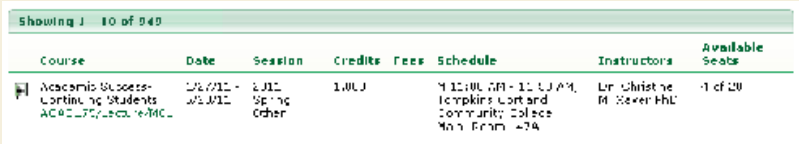
News & Announcements



Section Search

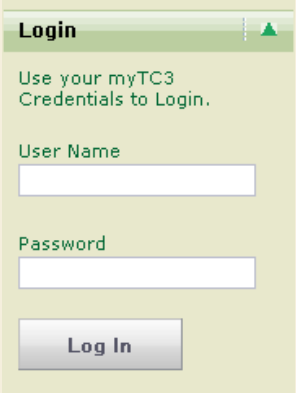
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available courses according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

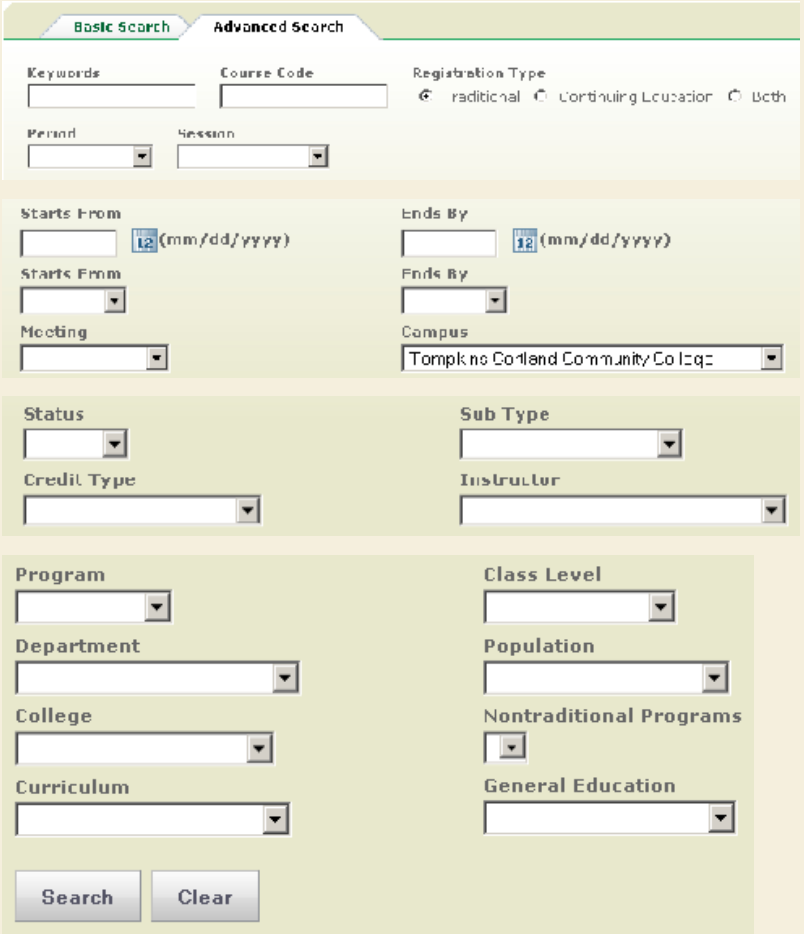
Options

On the left side you will also find a tab for Options. You can adjust the display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Spring 2016

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 18 (M)
Faculty Returns — January 21 (R)
Classes Begin — January 27 (W)
Early Student Progress Reports Due — February 26 (F)
Mid-Winter Break - No Day or Evening Classes — March 3-4 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 3 (R)
Spring Break - No Day or Evening Classes — March 21-March 26 (M-A)
Spring Day - College Holiday — March 25 (F)
Prospective Student Open House — April 8 (F)
Registration Day - No Day Classes — April 13 (W)
*Final Exam Week — May 16-20 (M - F)
Classes End — May 20 (F)
Grades Due — May 23 (M)
Nursing Recognition Ceremony — May 24 (T)
Commencement — May 26 (R)

Session Specific Dates

15-week classes
January 27 – May 20
last day to add — February 9 (T)
last day to drop — February 16 (T)
last day to withdraw W — April 6 (W)
last day to withdraw WP/WF — May 10 (T)

First 5-week classes
January 27 – March 1
last day to add — January 29 (F)
last day to drop — February 2 (T)
last day to withdraw W — February 16 (T)
last day to withdraw WP/WF — February 25 (R)

Second 5-week classes
March 2 - April 15
last day to add — March 8 (T)
last day to drop — March 10 (R)
last day to withdraw W — March 31 (R)
last day to withdraw WP/WF — April 11 (M)

Third 5-week classes
April 18 – May 20
last day to add — April 20 (W)
last day to drop — April 22 (F)
last day to withdraw W — May 6 (F)
last day to withdraw WP/WF — May 13 (F)

First 7 ½-week classes
January 27 – March 18
last day to add — February 2 (T)
last day to drop — February 4 (R)
last day to withdraw W — February 25 (R)
last day to withdraw WP/WF — March 14 (M)

Second 7 ½-week classes
March 28 – May 20
last day to add — April 1 (F)
last day to drop — April 6 (W)

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

last day to withdraw W — April 28 (R)
last day to withdraw WP/WF — May 13 (F)

Late Start classes
March 2 – May 20
last day to add — March 14 (M)
last day to drop — March 17 (R)
last day to withdraw W — April 22 (F)
last day to withdraw WP/WF — May 13 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Summer 2016

General Dates

Memorial Day - College Holiday — May 30 (M)
Classes Begin — June 1 (W)
College Holiday - Independence Day — July 4 (M)
No Classes in Session — July 5 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
June 1 (W) - July 1 (F)
Last day to add — June 3 (F)
Last day to drop — June 7 (T)
Last day to withdraw "W" — June 20 (M)
Last day to withdraw "WP/WF" — June 29 (W)

Second Five Week Day Session
July 6 (W) – August 5 (F)
Last day to add — July 8 (F)
Last day to drop — July 12 (T)
Last day to withdraw "W" — July 25 (M)
Last day to withdraw "WP/WF" — August 3 (W)

Eight Week Session
June 1 (W) – July 26 (T)
Last day to add — June 7 (T)
Last day to drop — June 10 (F)
Last day to withdraw "W" — July 1 (F)
Last day to withdraw "WP/WF" — July 20 (W)

Ten Week Session
June 1 (W) – August 5 (F)
Last day to add — June 8 (W)
Last day to drop — June 13 (M)
Last day to withdraw "W" — July 12 (T)
Last day to withdraw "WP/WF" — July 29 (F)

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Fall 2016

General Dates

Faculty Returns — August 17 (W)
Classes Begin — August 24 (W)
Labor Day - College Holiday — September 5 (M)
Early Student Progress Reports Due — September 23 (F)
Fall Break - No Day or Evening Classes — October 7-11 (F-T)
Fall Day (All College Retreat) — October 11 (T)
Prospective Student Open House — November 4 (F)
Registration Day - No Day Classes — November 10 (R)
Thanksgiving- No Day or Evening Classes — November 23-26 (W-A)
Graduate Recognition Ceremony — December 9 (F)
*Final Exam Week — December 12-16 (M-F)
Classes End — December 16 (F)
Grades Due — December 19 (M)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
August 24 – December 16
last day to add — September 7 (W)
last day to drop — September 14 (W)
last day to withdraw W — October 28 (F)
last day to withdraw WP/WF — December 5 (M)

First 5-week classes
August 24 – September 28
last day to add — August 26 (F)
last day to drop — August 30 (T)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes
September 29 – November 7
last day to add — October 3 (M)
last day to drop — October 5 (W)
last day to withdraw W — October 24 (M)
last day to withdraw WP/WF — November 2 (W)

Third 5-week classes
November 8 – December 16
last day to add — November 11 (F)
last day to drop — November 15 (T)
last day to withdraw W — December 2 (F)
last day to withdraw WP/WF — December 9 (F)

First 7 ½-week classes
August 24 – October 18
last day to add — August 30 (T)
last day to drop — September 1 (R)
last day to withdraw W — September 23 (F)
last day to withdraw WP/WF — October 12 (W)

Second 7 ½-week classes
October 19 – December 16
last day to add — October 25 (T)
last day to drop — October 28 (F)
last day to withdraw W — November 21 (M)
last day to withdraw WP/WF — December 9 (F)

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Late Start classes
September 30 – December 16
last day to add — October 12 (W)
last day to drop — October 18 (T)
last day to withdraw W — November 15 (T)
last day to withdraw WP/WF — December 9 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Winter 2017

General Dates

Classes Begin — December 20 (T)
Campus Holiday Break begins — December 24 (F)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Campus Holiday Break ends — January 3 (T)
Martin Luther King Day - College Holiday — January 16 (M)
Classes End — January 23 (M)
Final Grades due — January 24 (T)

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

December 20 (T) - January 23 (M)
Last day to add — December 21 (W)
Last day to drop — December 22 (R)
Last day to withdraw "W" — January 9 (M)
Last day to withdraw "WP/WF" — January 18 (W)

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Spring 2017

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 16 (M)
Faculty Returns — January 19 (R)
Classes Begin — January 25 (W)
Early Student Progress Reports Due — February 24 (F)
Mid-Winter Break - No Day or Evening Classes — March 2-3 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 2 (R)
Spring Break - No Day or Evening Classes — March 20-March 25 (M-A)
Spring Day - College Holiday — March 24 (F)
Prospective Student Open House — April 7 (F)
Registration Day - No Day Classes — April 12 (W)
*Final Exam Week — May 15-19 (M - F)
Classes End — May 19 (F)
Grades Due — May 22 (M)
Nursing Recognition Ceremony — May 23 (T)
Commencement — May 25 (R)

Session Specific Dates

15-week classes
January 25 – May 19
last day to add — February 7 (T)
last day to drop — February 14 (T)
last day to withdraw W — April 6 (R)
last day to withdraw WP/WF — May 9 (T)

First 5-week classes
January 25 – February 28
last day to add — January 27 (F)
last day to drop — January 31 (T)
last day to withdraw W — February 14 (T)
last day to withdraw WP/WF — February 23 (R)

Second 5-week classes
March 1 - April 14
last day to add — March 7 (T)
last day to drop — March 9 (R)
last day to withdraw W — March 30 (R)
last day to withdraw WP/WF — April 10 (M)

Third 5-week classes
April 17 – May 19
last day to add — April 19 (W)
last day to drop — April 21 (F)
last day to withdraw W — May 5 (F)
last day to withdraw WP/WF — May 12 (F)

First 7 ½-week classes
January 25 – March 17
last day to add — January 31 (T)
last day to drop — February 2 (R)
last day to withdraw W — February 23 (R)
last day to withdraw WP/WF — March 14 (T)

Second 7 ½-week classes
March 27 – May 19
last day to add — March 31 (F)
last day to drop — April 5 (W)

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

last day to withdraw W — April 27 (R)
last day to withdraw WP/WF — May 12 (F)

Late Start classes
March 1 – May 19
last day to add — March 13 (M)
last day to drop — March 16 (R)
last day to withdraw W — April 21 (F)
last day to withdraw WP/WF — May 12 (F)

* All classes must meet during their scheduled final exam time.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Summer 2017

General Dates

Memorial Day - College Holiday — May 29 (M)
Classes Begin — May 31 (W)
No Classes in Session — July 3 (M)
College Holiday - Independence Day — July 4 (T)

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 31 (W) - June 30 (F)
Last day to add — June 2 (F)
Last day to drop — June 6 (T)
Last day to withdraw "W" — June 19 (M)
Last day to withdraw "WP/WF" — June 28 (W)

Second Five Week Day Session
July 5 (W) – August 4 (F)
Last day to add — July 7 (F)
Last day to drop — July 11 (T)
Last day to withdraw "W" — July 24 (M)
Last day to withdraw "WP/WF" — August 2 (W)

Eight Week Session
May 31 (W) – July 25 (T)
Last day to add — June 6 (T)
Last day to drop — June 9 (F)
Last day to withdraw "W" — June 30 (F)
Last day to withdraw "WP/WF" — July 19 (W)

Ten Week Session
May 31 (W) – August 4 (F)
Last day to add — June 7 (W)
Last day to drop — June 12 (M)
Last day to withdraw "W" — July 11 (T)
Last day to withdraw "WP/WF" — July 28 (F)

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2016
- Summer 2016
- Fall 2016
- Winter 2017
- Spring 2017
- Summer 2017
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Fall 2015 Final Exam Schedule

December 14 - 18 (Monday - Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule (updated 11/19/15)
List By Courses: PDF
List By Instructor: PDF

For more information, contact the
Academic Records Office
607.844.8222, Ext. 4339

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College(TC3), with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

TC3 may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

TC3 has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires TC3 to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want TC3 to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA Tompkins Cortland Community College

News & Announcements

time and place where the records may be inspected.

2. The right to request amendment of his/her education records. A student may ask TC3 to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by TC3 in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom TC3 has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; a person serving as a member of SUNY system administration; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of TC3's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by TC3. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the TC3 Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The TC3 Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is

already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by TC3 to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about TC3's policies, contact
Jane F. Hammond, Associate Dean for Curriculum
and Academic Records, hammonj@tc3.edu or 607.844.8211, Ext. 4459.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).

Grade Notations

W - Withdrawal:
The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:
The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

Courses running for shorter periods of time will have different W, WP, and WF deadline dates. Check the semester calendar for details.

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors are required to administratively withdraw students who have ceased to attend or participate in classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but would affect the earned/attempted ratio in determining academic and financial aid status.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by TC3 that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by TC3 from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses: within two weeks of the beginning of the following semester;
- for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Early Student Progress Reports

Early Student Progress Reports are posted by the instructor in each 15-week course to provide the student an approximate assessment of early course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the end of the fourth full week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Satisfactory Performance & Achievement	S
Less than Satisfactory Performance & Achievement	S-
Unsatisfactory Performance & Achievement and/or Failing (This includes performance below a C level in classes where a C or higher is required – e.g., ENGL100, MATH090)	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits	Minimum Grade Point Average (GPA)
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards

Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and

Our Stories

Derik Rich
A place to find yourself
Full story

Get research help @ the TC3 Library

News & Announcements

students must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and successfully completing 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with a Student Success Advisor, complete and file a Student Success Plan and register for classes no later than the day before classes begin for the semester; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer session. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Special permission may be granted by the Office of Student Success and Advisement Services for students to register for summer coursework while academically suspended. Criteria and procedures can be obtained from that office.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer terms. Readmission to the College after repeat suspension is based on reinstatement policies.

Committee on Academic Status

Students who have been academically suspended may request permission to enroll while suspended from the Committee on Academic Status. Procedures and requirements for the request can be obtained from the Office of the Provost. Students are strongly encouraged to appear in person before the committee to present their request, but are not required to do so. If the request is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file a request to enroll only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Reinstatement After Second Academic Suspension

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost. Application for readmission must be received by May 15 for fall reinstatement and October 1 for spring reinstatement.

The Committee on Academic Status has the right to approve or deny a student’s application. If the request for readmission is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be

removed from classes and permission to attend revoked.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 GPA credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 GPA credit hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 GPA credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor

society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 or more GPA credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Student Rights and Responsibilities

Tompkins Cortland Community College ("College" or "TC3"), is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the TC3 community. "…Everyone at TC3 – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

TC3 recognizes and understands the proliferation of electronic devices generally and students' regular use of these devices. The College does not discourage use of such devices, consistent with its policies. Additionally, it is the policy of the College to expect students to use such devices in a manner which respects the rights and privacy of other students, faculty, staff and visitors. TC3 further expects students not to interfere with law enforcement activities including through video/audio recording.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves, not the College.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, TC3 students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in TC3 Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Our Stories

Carrie Buchanan
A tradition of service
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

- Statement of Academic Integrity Policy
- Violation of Academic Integrity Policy
- Attendance Policy
- Classroom Behavior
- Grade Challenge
- Disability-Related Accommodation
- Computer Resources Use Protocol

Non-Academic Policies and Regulations

- Non-Academic Code of Conduct
- Non-Academic Code of Conduct Violation Hearing Process
- Policy Against Discrimination and Harassment
- Other Student Grievances
- Weapons on Campus
- Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
- Hazing Prevention
- Bias Crimes Prevention
- Sexual Assault, Dating Violence, Domestic Violence and Stalking Prevention
- Maintenance of Order Policy
- Student Bill of Rights

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The TC3 Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

Accreditation

Tompkins Cortland Community College is fully accredited by the Board of Regents of the University of the State of New York and is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at TC3. Transfer credit is not calculated into a student's grade point average at TC3.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at TC3 as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at TC3.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TC3.biz Link to Success

News & Announcements

TC3 if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-effect individualized home instruction plan (IHIP) pursuant to section 100.10 of the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at TC3. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendent of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2015 Deadline: July 15

TC3 will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2015 Deadline: July 15

TC3 will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students who are on Repeat Suspension

Fall 2015 Deadline: May 15

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application. If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Admissions
Tuition and Fees
Financial Aid
Scholarships
Academic Support Services
Student Life
Academic Advisement
Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Tuition and Fees

More Information

Tuition and fees

Information about payment

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

Accident Insurance – Mandatory

Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of “AW” will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

Our Stories

Vanessa Wikel
Finding her own path
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Scholarships

One of the TC3 Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the TC3 Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Support Services

The Dr. Lucille S. Baker Commons is home to TC3's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

Dryden Mutual
Mutual benefit
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Advisement at TC3

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate TC3 program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 101. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 101 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Kelly Wessell
The place to teach
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates TC3's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Linda Pasto
Partners in possibility
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Bethony, Danielle

Associate Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Background
Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty at TC3 in June 1969.

Email Professor Bickford

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

Biography

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction. The privilege of working and learning with community college students for 20 in small and friendly classes has extended and enriched her commitment to social justice and equity in education. Each day, her admiration and respect for TC3 students and their stories deepen. She thinks this is the "best job" in the world, and she welcomes you to learn with her.

Awards

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Highlight key published works

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at TC3.

Special TC3 projects

Jeanne frequently collaborates with other teachers at TC3, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Email Professor Cameron

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Cartagena, Milagros

Associate Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Cerretani, Susan

Associate Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Email Professor Cerretani

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Ensign, Mary Ellen

Assistant Professor, Mathematics

Email Professor Ensign

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Adult Learning at TC3

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background
Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the TC3 teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards
2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special TC3 projects
Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Ford, Gary

Associate Professor, Accounting

B.B.A., University of Alaska, Anchorage
M.S., SUNY Polytechnic Institute, Utica/Rome

Gary is a Certified Public Accountant and a member of the American Institute of CPAs and the NY State Society of CPAs. He earned his Bachelor of Business Administration in Accounting from the University of Alaska Anchorage and Master of Science in Accounting from SUNY Polytechnic Institute in Utica/Rome. Prior to becoming a full-time faculty member, Gary worked as a CPA for an international CPA firm in the audit, tax, and management advisory services departments; Internal Auditor for a four-year university; Internal Audit Manager for a major county government; and Controller/401(k) & Pension Plan Administrator for an international design firm. He teaches various courses including Principles of Accounting I & II, Intermediate Accounting I & II, Cost Accounting, and Individual Federal Tax.

In addition to teaching, advising students, and participating on college service committees, Gary is involved in filmmaking and the local arts community. He and his wife, Lisa, also a professor at TC3, make short films together and volunteer with the Syracuse International Film Festival and other arts organizations.

Email Professor Ford

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

2013 Best Director, *Prodigy*, Knickerbocker Film Festival in Albany

Background

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, the Williamsburg Independent Film Festival, Katra Film Series, The ReelheART International Film Festival, the Show Me Justice Film Festival, and the DC Independent Film Festival.

Special TC3 projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Holly McBean
Making her dream possible
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Georgiakaki, Sophia

Assistant Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching

Email Professor Georgiakaki

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Gilewski, Amber

Associate Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background
Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Associate Professor of Psychology at TC3, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other TC3 activities
Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project

Email Professor Gilewski

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Gold, Darlene, Ph.D.

Associate Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to TC3 in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for TC3 college credit.

Awards

2009-10
Distinguished Faculty Liaison – TC3 CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

Blaze Sanders
Big dreams
Full story

SGA Tompkins Cortland Community College

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Email Professor Hallisey

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Jacob, James R., Ph.D.

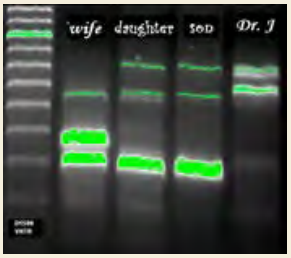
Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service 2010

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.



Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at TC3 that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Johnson, Kimari

Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Blaze Sanders
Big dreams
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Kalata, Brian

Assistant Professor, Culinary

A.O.S., Culinary Institute of America
B.S., University of Phoenix

Email Professor Kalata

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Littell, Harry

Associate Professor, Photography

A.A.S., Rochester Institute of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Email Professor Littell

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

McCabe, T Paul

Instructor, English

Email Professor T Paul McCabe

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

McCabe, Timothy

Associate Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

Carrie Buchanan
A tradition of service
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Background
Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined TC3 as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Email Professor McMinn

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Mercer, Patrick

Assistant Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Mercer

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before… There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at TC3 for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Millman, Keith

Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

I love my job.

Learning in the Arts and New Media involves the constant innovation and improvisation of the moment. Learning is never finished, and I learn along with my students. I make experiments and mistakes and am inspired by my students. Problem solving is the most important skill students learn, and most class work is hands on so students are creating their learning.

As chair of the New Media program, I teach many of the core courses in the program, often in collaboration with other professors. It is a privilege to teach with talented faculty and staff and be part of Tompkins Cortland Community College.

I actively show my art in galleries and adjudicate art shows. I have received grants from Cornell University Council for the Arts, The Community Arts Partnership (Ithaca, NY) and The Innovation Fund Grant TC3. Work in collections include the Portland Art Museum, Portland, OR and the Preus Photo Museum, Norway. I recently co-authored a book with John Sheehan, *The Immortal Imagination: the 22nd North Carolina Infantry Regiment in War and Peace* published by M.T. Publishing Inc., 2016.

Recent Awards

2013 Best in Show Made in New York, Schweinfurth Memorial Art Center, Auburn, NY

2010 SUNY Chancellor's/Trustees' Award for Excellence in Creative and

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Scholarly Activities

Email Professor Millman

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Moore, Paula

Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Derik Rich
A place to find yourself
Full story

Adult Learning at TC3

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Moose, Barbara

Assistant Professor, Nursing

Degrees

Email Professor Moose

Our Stories

Derik Rich
A place to find yourself
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Moss-Hinchcliff, Robin

Professor, Chair of English as a Second Language (ESL) Department

B.A., Kirkland College
M.S., Elmira College

2003 Trustees' Award for Excellence in Adjunct Teaching

Background

Robin has been the chair of the ESL department since 2006, and has worked at TC3 since 1997. With a B.A. from Kirkland College and her M.S. Ed. From Elmira College, Robin brings a strong history of teaching excellence and community involvement to our global team. She is the academic advisor for all enrolled ESL students.

Email Professor Hinchcliff

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TC3.biz Link to Success

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Moser, Sandra

Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

LaMontain, Jasmine

Technical Specialist Science Labs
Chemical Hygiene Officer

Email Jasmine LaMontain

Our Stories

Janelle Boyd
Her vision of success
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

Scott teaches Introduction to Criminal Justice, Criminology, Juvenile Delinquency, and Criminal Investigation, and also oversees the Program Internship.

Awards
2005 Chancellor's/Trustees' Award for Excellence in Teaching
2004 National Drug Court Institute, U.S. Justice Department Planning and Training Initiative
Numerous Civic and Community Certificates of Appreciation for Community Involvement

Background and Projects
Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation. Scott began at TC3 in 1993 and currently chairs the Criminal Justice Program. He routinely is contacted and interviewed by the media concerning crime and criminals and assisted a local agency with a comprehensive jail study. Scott was recently selected by a New York City film producer for participation in a documentary film about ex-offenders and hurdles they face reintegrating into society. The film also focused upon challenges in education. Other film participants included the President of John Jay College of Criminal Justice, a Columbia University researcher and field professionals from prominent New York City agencies. Scott is also active in the Criminal Justice Educator's Association of New York State and is a regional Vice President on its board.

Email Professor Ochs

Our Stories

Vanessa Wikel
Finding her own path
Full story

CAREER COACH
more than a job

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

Email Professor Pastorello

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

James Jacob
Family DNA Portraits
Full story

zimride by enterprise

SAVE money
SHARE a ride

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at TC3 and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Wherever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Regula, Anna

Associate Professor, Reading and Study Skills

B.S., M.S.Ed., SUNY College at Cortland

Email Professor Regula

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Reid, Taylor, Ph.D.

TC3 Farm Education Director

B.S., University of Massachusetts
M.S., Michigan State University
Ph.D., Michigan State University

Background

Taylor Reid is the TC3 Farm Education Director, and chairs the Sustainable Farming and Food Systems degree program. He holds a B.S. in Plant and Soil Science from the University of Massachusetts, and both an M.S. in Botany and Plant Pathology, and a Ph.D. in Community, Food, and Agriculture from Michigan State University. Taylor's research has focused on the motivations and learning processes of first-generation farmers, food and agricultural standards, and the history of the organic farming movement. He is the founder of beginningfarmers.org.

Email Professor Reid

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Sambolec, Eric, Ph.D.

Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

CAREER COACH
more than a job

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Sammis, Carol

Associate Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Email Professor Sammis

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3.biz Link to Success

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., M.S., Binghamton University
Ph.D., Binghamton University

Email Professor Schmidt

Our Stories

Vanessa Wikel
Finding her own path
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Seager, Brandon

Assistant Professor, Wine Marketing

Brandon Seager is the Chair of the Wine Marketing program at TC3. Midway through his first career in Mechanical Engineering, the wine bug bit in the early 2000's, and Brandon decided to pursue a graduate degree at Cornell University, and enter the wine industry. Starting as a Cellar Rat under the mentorship of one of the Finger Lakes' finest winemakers, he worked his way up the ranks of Cellar Master, Assistant Winemaker, and Winemaker.

Brandon's real passion is bringing the wine to the masses, and he now celebrates that exuberance in his role as an educator of the future professionals of the local and global wine industry. He enjoys traveling to the world's wine regions to experience their wines in context. It's fundamentally easier to understand wine when it's tasted at origin.

We live in a global society now, but fine wines express their sense of place in a way that reminds us we all have a unique story to tell.

TC3's Farm-to-Bistro program is visionary as an education based on how food and beverages grown in this place are meant to be enjoyed together. Food and wine are great anywhere, but food and wine from the Finger Lakes are extraordinary. We are blessed and lucky to live smack dab in the middle of a gustatory bounty. As a consummate supporter of New York wines, Brandon believes that the momentum of the Finger Lakes makes this the most exciting place in the wine world at this time. Brandon is passionate about sharing his enthusiasm and translating his knowledge to student success in the industry.

When not teaching, tasting, or thinking about wines, Brandon enjoys time at home with his family, traveling, and embracing his role as new-millennial bon vivant.

He is currently training his dog to sniff out wine faults, rather unsuccessfully so far.

IN VINO VERITAS

Email Professor Seager

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Seyfried, Lisa

Assistant Professor, Nursing

Tompkins Cortland Community College
Corning Community College
B.S.N. Keuka College
M.S.N., Keuka College

Email Professor Seyfried

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Shanks, Christine

Assistant Professor, Graphic Design

BS, Visual Communications, Towson University
MFA, Photography, University of Delaware

Professor Shanks' website

Photo courtesy of © Bradley Marks, shot at CAA Conference NY 2015

I am an image maker, designer, and educator. I feel at home on the computer and working by hand in the studio.

I have experience in fine art and commercial work.

Some of my specialties are design (web, interactive, and print), motion graphics, printmaking (utilizing both traditional and digital processes), and photography (alternative processes, digital, and film).

For more than 10 years I have shared my expertise with students as a professor in higher education, as well as through workshops and lessons for students of all ages.

New educational tools are presented to us everyday in the electronic age.

Some examples of how I incorporate social media in my teaching:

Pictorial Collective (**Facebook** companion page): Visual Inspirations

The Tech Savvy Creative (**Facebook** companion page): Technology tutorials for creatives

Shanks Course Group (inspiration, news, events and updates about creative fields and pertinent student information, must request to join)

Photo Crit Group (photography critique group for students, alumni, faculty and professionals – must request to join)

Email Professor Shanks

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

Kim Sharpe graduated with a bachelor's degree in nursing from Hartwick College in Oneonta, N.Y.

She then started her career at Memorial Sloan Kettering Cancer Center in New York City. She was a nurse manager of an oncology unit in Orlando, Fla., before she moved back to this area. She worked in the ICU at Upstate Medical Center in Syracuse before changing to become a nurse case manage at Aetna Insurance for a few years.

She obtained her master's degree in nursing from Syracuse University and then taught at Crouse Hospital School of Nursing for 10 years before coming to TC3. She currently works per diem as an RN at Hospicare along with her position as department chair and professor here at TC3.

Email Professor Sharpe

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Sheldon, Mary

Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Smith, Joseph L., Ph.D., LCSW-R, CASAC

Chair, Professor, Human Services and Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor. Dr. Smith practices part time in Syracuse, NY. Additionally, Dr. Smith teaches as an adjunct instructor in the graduate social work program at Syracuse University.

Dr. Smith has served as a Research Advisor in the MSW Program at Smith College School for Social Work in Northampton, MA. Also, he has worked as a trainer and consultant for the NYS Office of Alcoholism and Substance Abuse Services. Dr. Smith participates actively in scholarly activities including presentation and publication.

Dr. Smith is an experienced online educator, and has proficiency with distance learning, curriculum development, quality improvement, and assessment.

Email Professor Smith

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Carrie Buchanan
A tradition of service
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Stafford, Susan

Associate Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management and Culinary Arts Degree Programs at Tompkins Cortland Community College, a SUNY community college. She has been instrumental in the development of TC3's Farm to Bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

She has served as hotel inspector for Condé Nast Publications; specifically, Johansen's Guide to Luxury Hotels, including inspection of independent luxury properties in New York, Pennsylvania, and Ontario, Canada. Stafford also was an owner, partner, and vice president of Hospitality International Executive Search, recruiting and reorganizing operational staff for a list of clients that included most major hotel, restaurant, and food service companies nationally and some operations internationally.

Prior to those positions, Stafford had a range of experience, which included progressive management position with Interstate Hotels (Marriott), Holiday Inns, and Hilton. She also has conference services experience with Travel Trade Publications and Bonnie Walsh Associates.

As a full-time faculty member and department chair at Tompkins Cortland Community College, Stafford is responsible for teaching duties, as well as curriculum development, regional and global education partnerships, enrollment, continuing education, and industry outreach. To that end, she has developed collaborative training programs with Tompkins County Tourism & NYS Hospitality & Tourism Association. She has served and participated in the SUNY Hospitality Consortium; NYS Wine & Culinary Two Year College Consortium, helped to develop a collaboration with Niagara University and others to create transfer opportunities for TC3 students; welcomed eight Fulbright Scholarship Students from five developing countries to study within TC3's Hotel and Restaurant degree program; and taught in the Global Disney College Program. She travels annually with students to Italy for their Culture & Cuisine class.

Stafford has travelled to Turkey, Peru, Italy, France, and Croatia to solidify relationships with university partners worldwide focusing on international hospitality, wine, and culinary training with the goal of

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

broadening opportunities for TC3 students and our area businesses in the global marketplace.

Stafford earned her Bachelor of Science in Hotel and Restaurant Administration from Niagara University, and her Master of Science in Adult Education and Human Resources Training from Elmira College. She also earned an Associate of Applied Science in Hotel Technology from SUNY at Canton. She lives in Homer, N.Y., with her husband of 25 years, Doug. They enjoy their time on the St. Lawrence River and they have three children and a golden retriever, Molly.

Email Professor Stafford

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

2000 Trustees' Award for Excellence in Adjunct Teaching

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at TC3 since August of 1983.

At TC3, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at TC3.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to their studies, work, and lives.

Email Professor Swinnich

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

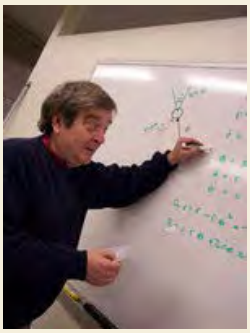
Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Blaze Sanders
Big dreams
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Associate Professor, Sociology

B.A., Central College
M.A., Ph.D., Loyola University

Email Professor Vande Berg

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Wendt, Donna

Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Email Donna Wendt

Our Stories

Rosanna Perez
Opening her mind
Full story

Adult Learning at TC3

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Wessell, Kelly, Ph.D.

Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Awards

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Wessell

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Blaze Sanders
Big dreams
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Jacob, James R., Ph.D.
Johnson, Kimari
Kalata, Brian
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moore, Paula
Moose, Barbara
Moss-Hinchcliff, Robin
Moser, Sandra
Need, Bruce

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. TC3, as it's known, is part of the State University of New York system (SUNY).

Chris brings to TC3 a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At TC3, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Ben Currens
More than you might expect
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Ochs, Scott
Pastorello, Karen, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Reid, Taylor, Ph.D.
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Seyfried, Lisa
Shanks, Christine
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office
607.844.6580
admissions@TC3.edu

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Culinary Arts > Program Requirements

Program Requirements

Culinary Arts: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

CULI101, Food Service and Preparation I, 4 cr. A minimum grade of C is required in CULI 101.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Dilemmas, 2 cr. ENVS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
Mathematics Elective	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 17

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
CULI102, Food Preparation II, 4 cr. A minimum grade of C is required in CULI 102.	Schedule: Sp, Su, Fa, Wi
CULI160, Back of House Kitchen Practicum, 2 cr. A minimum grade of C is required in CULI 160.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Rebuilding the Food System, 2 cr. ENVS 111 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD219, Human Resource Management	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 16

CULI205, Garde-Manger & Catering Kitchen, 4 cr. A minimum grade of C is required in CULI 205.	Schedule: Sp, Su, Fa, Wi
ENVS112, Food Systems Seminar III: New Directions, 2 cr. ENVS 112 is only offered in the ;Fall semester.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Restricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CULI270, Restaurant Operations & Front of House Practicum, 4 cr. A minimum grade of C is required in CULI 270.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
►**Environmental Ethics or Foreign Language**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Sustainable Farming & Food Systems: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be chosen in consultation with the student's academic advisor.

ENVS101, Introduction to Environmental Science, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS110, Food Systems Seminar I: Dilemmas, 2 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 110 is only offered in the Fall semester.

ENVS115, Sustainable Farming I - Introduction to Soil Science, 4 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 115 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3
If a student chooses ENVS 107, note that it is only offered in the Spring semester.

ENVS107, Economy, Society & Environment — Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology — Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS111, Food System Seminar II: Rebuilding the Food System, 2 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 111 is only offered in the Spring semester.

ENVS140, Sustainable Farming II - Agroecology, 4 cr. — Schedule: Sp, Su, Fa, Wi
ENVS 140 is only offered in the Spring semester.

Choose one from the courses listed below:
Minimum credits required: 4
A student who chooses to complete BIOL 102, Principles of Biology II, must complete an additional Unrestricted Elective credit to fulfill degree requirements.

BIOL102, Principles of Biology II — Schedule: Sp, Su, Fa, Wi
BIOL105, General Biology II — Schedule: Sp, Su, Fa, Wi

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

►**MATH Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 12

BUAD103, Entrepreneurship I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS201, Sustainable Farming III - Integrated Pest Management, 6 cr. ENVS 201 is only offered in the Summer semester.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

ENVS112, Food Systems Seminar III: New Directions, 2 cr. ENVS 112 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENVS285, Sustainable Farming and Food Systems Capstone, 3 cr. ENVS 285 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Restricted Elective 1**	Use Schedule Search for electives
►**Restricted Elective 2**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages, 3 cr. A minimum grade of C is required in WINE 120.	Schedule: Sp, Su, Fa, Wi
▶CAPS Electives	Use Schedule Search for electives
▶CAPS Electives	Use Schedule Search for electives
▶Social Sciences Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 13

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business, 3 cr. A minimum grade of C is required in WINE 130. WINE 130 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
▶MATH Elective	Use Schedule Search for electives
▶Science Elective	Use Schedule Search for electives

Summer Term 1
Minimum Total Semester Credits: 3

WINE213, Wine Marketing Internship, 3 cr. A minimum grade of C is required in WINE 213 WINE	Schedule: Sp, Su, Fa, Wi

Our Stories

Ashlee Seals
A true woman of excellence
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

213 is only offered in the Summer semester.

Fall Term 2

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing, 3 cr. A minimum grade of C is required in WINE 200. WINE 200 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

Humanities Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies, 3 cr. A minimum grade of C is required in WINE 202.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising, 3 cr. A minimum grade of C is required in WINE 220.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in the Restricted BUAD Elective.

BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling (B- or better), 1 cr.	Schedule: Sp, Su, Fa, Wi
HRMG201, Hospitality Law (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE202, Beverage Studies (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE213, Wine Marketing Internship (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Derik Rich
A place to find yourself
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 62
BUAD Electives should be selected based on the student's academic progress and intentions upon graduation. Entrepreneurship I & II are recommended for students interested in pursuing their own business.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry, 3 cr. A minimum grade of C is required in HRMG 100.	Schedule: Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety, 1 cr. A minimum grade of C is required in HRMG 105.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3 A minimum grade of C is required in HRMG 101 or CULI 101. HRMG 101 is only offered in the Spring semester.	
CULI101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
HRMG101, Food Service and Preparation I	Schedule: Sp, Su, Fa, Wi
Social Sciences Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

BIOL114, Essentials of Nutrition, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSED213, Job Search, 1 cr. A minimum grade of C is required in PSED 213.	Schedule: Sp, Su, Fa, Wi
Humanities Elective	Use Schedule Search for electives
Mathematics Elective	Use Schedule Search for electives

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

►**Restricted Elective**	Use Schedule Search for electives

Summer Term 1

Minimum Total Semester Credits: 3

HRMG213, Hospitality Internship, 3 cr. A minimum grade of C is required in HRMG 213 (or HRMG 216). A student who completes the 6-credit internship - HRMG 216 - may use the three additional credits to satisfy the Restricted Elective.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 14

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
HRMG103, Rooms Division Management, 3 cr. A minimum grade of C is required in HRMG 103.	Schedule: Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling, 1 cr. A minimum grade of B- is required in HRMG 107.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

HRMG201, Hospitality Law, 3 cr. A minimum grade of C is required in HRMG 201.	Schedule: Sp, Su, Fa, Wi
HRMG205, Hospitality Marketing, 3 cr. A minimum grade of C is required in HRMG 205.	Schedule: Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control, 3 cr. A minimum grade of C is required in HRMG 206.	Schedule: Sp, Su, Fa, Wi
►**BUAD 212 or CULI or WINE Elective**	Use Schedule Search for electives
►**Business Communications or BUAD Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1. Blackboard Learn is a Web-based application and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and

Our Stories

Kelly Wessell
The place to teach
Full story

SGA Tompkins Cortland Community College

News & Announcements

intended to be the most stable as the name implies. This channel is updated roughly every 2-3 weeks for minor releases and 6 weeks for major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn:

- Internet Explorer 6, 7
- Firefox 1.x, 2.0, 3.0 and 3.5
- Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows
- Mac OSX 10.3, 10.4 "Tiger"
- Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62
A grade of "C" or higher is required in ENGL 100, and in all ACCT and BUAD courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Restricted Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Lab Science Elective	Use Schedule Search for electives
SUNY GEN ED Restricted Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ACCT, BUAD, or Liberal Arts Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD202, Business Law II, 3 cr. A minimum grade of C is required in BUAD 202. BUAD 202 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ACCT, BUAD, or Liberal Arts Electives	Use Schedule Search for electives
SUNY GEN ED Science Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60
A grade of "C" or higher is required in ENGL 100 and in each of the major courses: ACCT 101, 102, 120, 203, 204, 205, and 207.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr. A minimum grade of C is required in ACCT 101.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
▶CAPS Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr. A minimum grade of C is required in ACCT 102.	Schedule: Sp, Su, Fa, Wi
ACCT120, Accounting on Microcomputers, 3 cr. A minimum grade of C is required in ACCT 120. ACCT 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶Humanities Elective	Use Schedule Search for electives
▶MATH Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 17

ACCT203, Intermediate Accounting I, 4 cr. A minimum grade of C is required in ACCT 203. ACCT 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ACCT207, Income Taxation, 4 cr. A minimum grade of C is required in ACCT 207. ACCT	Schedule: Sp, Su, Fa, Wi

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

207 is only offered in the Fall semester.

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
►ECON Elective	Use Schedule Search for electives
►Science Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

ACCT204, Intermediate Accounting II, 4 cr. A minimum grade of C is required in ACCT 204. ACCT 204 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ACCT205, Cost Accounting, 4 cr. A minimum grade of C is required in ACCT 205. ACCT 205 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT203, Intermediate Accounting I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT204, Intermediate Accounting II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted ACCT Electives (C OR BETTER)**	Use Schedule Search for electives
▶ **ACCT / BUAD / ECON Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Dryden Mutual
Mutual benefit
Full story

SGA Tompkins Cortland Community College

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Business Administration > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
▶ **ACCT, BUAD, or Liberal Arts Electives**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62
SOCE 205 - Organizational Behavior - may be taken for one of the BUAD electives.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr. A minimum grade of C is required in BUAD 106.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
▶ **Humanities Elective**	Use Schedule Search for electives
▶ **MATH Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **BUAD Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

A minimum grade of C is required in BUAD 201.

BUAD203, Business Communications, 3 cr. A minimum grade of C is required in BUAD 203.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**BUAD Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD290, Applied Management Seminar, 3 cr. A minimum grade of C is required in BUAD 290.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**BUAD Elective**	Use Schedule Search for electives
►**BUAD Elective**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Business Administration > Program Requirements

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
BUAD104, Business Mathematics, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD109, Personal Money Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ECON101, Introduction to Economics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Executive Office Assistant: Certificate
Minimum Credits for Graduation: 29
If required per placement testing, a minimum grade of C is required in ENGL 100.

If students enter in the Spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 13

CAPS152, Web Page Design, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 101.

OFFC101, College Keyboarding and Document Processing, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in OFFC 101. OFFC 101 is only offered in the Fall semester.

OFFC203, Administrative/Automated Office Procedures, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in OFFC 203. OFFC 203 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

BUAD104, Business Mathematics — Schedule: Sp, Su, Fa, Wi

BUAD109, Personal Money Management — Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BUAD203, Business Communications, 3 cr. — Schedule: Sp, Su, Fa, Wi

BUAD212, Quality Customer Service, 3 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS141, Presentation Software, 1 cr. — Schedule: Sp, Su, Fa, Wi

OFFC110, Word Processing for Computers Using Microsoft Word, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in OFFC 110.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in ENGL 201 or ENGL 204.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 17

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS213, Programming in C++, 3 cr. CIS 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

electives

Fall Term 2

Minimum Total Semester Credits: 15

CIS215, Operating Systems, 3 cr. Schedule: Sp, Su, Fa, Wi
CIS 215 is only offered in the Fall semester.

CIS220, Database Concepts, 3 cr. Schedule: Sp, Su, Fa, Wi
CIS 220 is only offered in the Fall semester.

CIS223, Programming in C++ Advanced Topics, 3 cr. Schedule: Sp, Su, Fa, Wi
CIS 223 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech Schedule: Sp, Su, Fa, Wi

ENGL204, Fundamentals of Interpersonal Communication Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Natural Sciences Elective Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr. Schedule: Sp, Su, Fa, Wi

CIS227, Web Programming & Design, 3 cr. Schedule: Sp, Su, Fa, Wi
CIS 227 is only offered in the Spring semester.

CIS230, Computer Information Systems Internship, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
CIS 225 and CSCI 165 are only offered in the Spring semester.

CIS225, JAVA Schedule: Sp, Su, Fa, Wi

CSCI165, Computer Science II Schedule: Sp, Su, Fa, Wi

Restricted Humanities Elective Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CSS112, Hardware Repair and Maintenance, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

BUAD106, Foundations of Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
CIS132, Network Design, 3 cr. CIS 132 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CIS214, Systems Analysis and Design, 3 cr. CIS 214 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 15

BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
CIS215, Operating Systems, 3 cr. CIS 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CSS212, Help Desk and User Support, 3 cr. CSS 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSS240, Computer Support Specialist Internship, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Humanities Elective**	Use Schedule Search for electives
►**Natural Sciences Elective**	Use Schedule Search for electives
►**Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Paralegal > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63
Alternative program requirement plans are available for students intending to transfer, Honors College students, and students with prior credits or degrees.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester.

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 - Constitutional Law, PARA 216 - Legal Aspects of Evidence, or PARA 225 - Criminal Law and Procedure can be taken to satisfy these requirements.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PARA101, Introduction to Paralegalism, 3 cr. A minimum grade of C is required in PARA 101.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ECON101, Introduction to Economics	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA130, Legal Research and Drafting, 3 cr. A minimum grade of C is required in PARA 130.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Science Elective	Use Schedule Search for

Our Stories

Derik Rich
A place to find yourself
Full story

Text the Library
607.545.4TC3

News & Announcements

	electives

Fall Term 2

Minimum Total Semester Credits: 15

PARA205, Litigation/Civil Procedure, 3 cr. A minimum grade of C is required in PARA 205.	Schedule: Sp, Su, Fa, Wi
PARA210, Real Estate/Property Law, 3 cr. A minimum grade of C is required in PARA 210.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing	Schedule: Sp, Su, Fa, Wi
MATH Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
PARA215, Family Law/Domestic Relations, 3 cr. A minimum grade of C is required in PARA 215.	Schedule: Sp, Su, Fa, Wi
PARA220, Wills, Trusts, Estate Planning, 3 cr. A minimum grade of C is required in PARA 220.	Schedule: Sp, Su, Fa, Wi
PARA230, Paralegal Internship, 2 cr. A minimum grade of C is required in PARA 230. A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).	Schedule: Sp, Su, Fa, Wi
PARA231, Paralegal Seminar, 3 cr. A minimum grade of C is required in PARA 231.	Schedule: Sp, Su, Fa, Wi
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Paralegal > Program Requirements

Program Requirements

Paralegal: Certificate
Minimum Credits for Graduation: 32
A minimum grade of C is required in all courses.

For any credits waived, another course must be substituted, chosen with the approval of an advisor.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 - Constitutional Law, PARC 216 - Legal Aspects of Evidence, PARC 225 - Criminal Law and Procedure, PARC 226 - Bankruptcy, or BUAD 202 - Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

Since Paralegal Electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC electives in their place in the first semester.

To be admitted to this program, a student must have already earned a baccalaureate degree.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

BUAD201, Business Law I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required BUAD 201.

PARC101, Introduction to Paralegalism, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 101.

PARC130, Legal Research and Drafting, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 130.

PARC205, Litigation/Civil Procedure, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 205.

PARC210, Real Estate/Property Law, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 210.

Spring Term 1
Minimum Total Semester Credits: 17

PARC215, Family Law/Domestic Relations, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 215.

PARC220, Wills, Trusts, Estate Planning, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 220.

PARC230, Paralegal Internship, 2 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in PARC 230.

PARC231, Paralegal Seminar, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

A minimum grade of C is required in PARC 231.

PARC Elective	Use Schedule Search for electives

PARC Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

CDSC101, Introduction to Chemical Dependency Counseling, 3 cr. A minimum grade of C is required in CDSC 101.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC207, Developmental Psychology: The Adolescent	Schedule: Sp, Su, Fa, Wi
PSYC208, Developmental Psychology: The Adult	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

BIOL101, Principles of Biology I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I, 4 cr. A minimum grade of C is required in CDSC 200.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr. CDSC 201 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC209, Abnormal Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 16

BIOL102, Principles of Biology II, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II, 4 cr. A minimum grade of C is required in CDSC 220.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II, 3 cr. CDSC 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Certificate
Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

CDSC101, Introduction to Chemical Dependency Counseling (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I(C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I, 3 cr.	Schedule: Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II , 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH207, Drug Studies, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-General Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Restricted History Elective	Use Schedule Search for electives
SUNY GEN ED Restricted Elective	Use Schedule Search for electives
SUNY GEN ED Mathematics Elective	Use Schedule Search for electives
Math or Science Elective	Use Schedule Search for electives
SUNY GEN ED Natural Sciences Lab Elective	Use Schedule Search for electives
SUNY GEN ED Restricted Other World Civilizations Elective	Use Schedule Search for electives
Choose one course from the courses listed below:	
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
Liberal Arts Elective	Use Schedule Search for electives
SUNY GEN ED Liberal Arts Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

English Electives	Use Schedule Search for electives
Humanities Elective	Use Schedule Search for electives
Math / Science Electives	Use Schedule Search for electives
Social Science Electives	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Marc Harrison
Inspiration at any age
Full story

SGA Tompkins Cortland Community College

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Science
Minimum Credits for Graduation: 60
CRJU 105 is a pre-requisite for most 200-level CRJU courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. Schedule: Sp, Su, Fa, Wi
CRJU 104 is only offered in the Fall semester.

CRJU105, Introduction to Criminal Justice, 3 cr. Schedule: Sp, Su, Fa, Wi
CRJU 105 requires prior completion or concurrent enrollment in ENGL 100. A minimum grade of C is required in CRJU 105.

ENGL100, Academic Writing I, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. Schedule: Sp, Su, Fa, Wi
If a student must choose between PSYC 103 and SOCI 101 in the first semester, then SOCI 101 should be taken, as it is a pre-requisite for other program courses.

Spring Term 1
Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr. Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- HSTY201, American History to 1877 Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
- POSC103, American National Government Schedule: Sp, Su, Fa, Wi
- POSC104, American State and Local Government Schedule: Sp, Su, Fa, Wi
- POSC112, Public Administration Schedule: Sp, Su, Fa, Wi

Our Stories

Blaze Sanders
Big dreams
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

►**MATH Elective (MATH 132 or higher)**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
ENGL 201 is strongly recommended.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Criminal Justice Elective**	Use Schedule Search for electives
►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI206, Juvenile Delinquency, 3 cr. SOCI 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60
CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 217, POSC 213, SOCI 206, or other CRJU Electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU105, Introduction to Criminal Justice, 3 cr. CRJU 105 requires prior completion or concurrent enrollment in ENGL100. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr. If a student must choose between PSYC 103 or SOCI 101 in the first semester, priority should be given to SOCI 101, since it is a pre-requisite for other program courses.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
▶**CAPS Electives**	Use Schedule Search for electives
▶**CAPS Electives**	Use Schedule Search for electives

Our Stories

Carrie Buchanan
A tradition of service
Full story

CAREER COACH
more than a job

News & Announcements

►**CAPS Electives**	Use Schedule Search for electives
►**Criminal Justice Electives**	Use Schedule Search for electives
►**MATH Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

CRJU205, Concepts of Criminal Law, 3 cr. CRJU 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology, 3 cr. SOCI 207 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
ENGL 201 is strongly recommended.

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Liberal Arts Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Criminal Justice Electives**	Use Schedule Search for electives
►**Science Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Criminal Justice > Program Requirements

Program Requirements

Criminal Justice: Certificate
Minimum Credits for Graduation: 30
While ENGL 100 is not a required course in the Criminal Justice Certificate program, it is a pre-requisite for ENGL 101 and other program courses.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CRJU104, Introduction to Corrections, 3 cr. CRJU 104 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice, 3 cr. A minimum grade of C is required in CRJU 105.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

CRJU110, Introduction to Policing, 3 cr. CRJU 110 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CRJU215, Legal Aspects of Evidence, 3 cr. CRJU 215 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
POSC103, American National Government	Schedule: Sp, Su, Fa, Wi
POSC104, American State and Local Government	Schedule: Sp, Su, Fa, Wi
▶ **History Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Entrepreneurship: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

BUAD103, Entrepreneurship I, 3 cr. A minimum grade of C is required in BUAD 103.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH109, Statistical Literacy	Schedule: Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
▶**CAPS Elective**	Use Schedule Search for electives
▶**Humanities Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management, 3 cr. A minimum grade of C is required in BUAD 108.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ECON120, Principles of Microeconomics	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	Schedule: Sp, Su, Fa, Wi

Our Stories

Esther Williams
The thriving artist
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

▶ **Natural Science Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I, 3 cr. A minimum grade of C is required in BUAD 201.	Schedule: Sp, Su, Fa, Wi
BUAD207, Entrepreneurship II, 3 cr. A minimum grade of C is required in BUAD 207. BUAD 207 is only offered in the Fall semester. It is also occasionally offered in the Summer.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr. A minimum grade of C is required in BUAD 208.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

BUAD204, Principles of Marketing, 3 cr. A minimum grade of C is required in BUAD 204.	Schedule: Sp, Su, Fa, Wi
BUAD212, Quality Customer Service, 3 cr. A minimum grade of C is required in BUAD 212.	Schedule: Sp, Su, Fa, Wi
BUAD264, Entrepreneurial Internship, 3 cr. A minimum grade of C is required in BUAD 264.	Schedule: Sp, Su, Fa, Wi
▶ **ACCT, BUAD, or ECON Elective**	Use Schedule Search for electives
▶ **Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

International Business: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 13

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 16

ACCT102, Principles of Accounting II, 4 cr.	Schedule: Sp, Su, Fa, Wi
BUAD111, International Business, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
GEOG120, World Regional Geography, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 18

BUAD201, Business Law I, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD203, Business Communications, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD217, Fundamentals of Exporting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

Adult Learning at TC3

News & Announcements

▶**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

BUAD215, International Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Adolescence Education: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

EDUC201, Introduction to Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
EDUC295, Foundations of Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY101, Development of the Western Tradition I, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY201, American History to 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC207, Developmental Psychology: The Adolescent, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Foreign Language Electives**	Use Schedule Search for electives
▶ **Liberal Arts and Sciences Concentration**	Use Schedule Search for electives
▶ **SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Natural Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives

Our Stories

Blaze Sanders
Big dreams
Full story

SGA Tompkins Cortland Community College

News & Announcements

SUNY GEN ED The Arts Elective

Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Choose one course from the courses listed below:	
BIOL125, Biology and Earth Science for Teachers, 4 cr.	Schedule: Sp, Su, Fa, Wi
GEOL125, Biology and Earth Science for Teachers, 4 cr.	Schedule: Sp, Su, Fa, Wi
EDUC201, Introduction to Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
EDUC295, Foundations of Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY101, Development of the Western Tradition I, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY201, American History to 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Foreign Language Electives**	Use Schedule Search for electives
▶ **Liberal Arts and Sciences Concentration**	Use Schedule Search for

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

	electives
▶ **SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives
▶ **SUNY GEN ED The Arts Elective or Literature for Children**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts and Sciences-Early Childhood Education: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Choose one course from the courses listed below:	
BIOL125, Biology and Earth Science for Teachers, 4 cr.	Schedule: Sp, Su, Fa, Wi
GEOL125, Biology and Earth Science for Teachers, 4 cr.	Schedule: Sp, Su, Fa, Wi
ECHD125, Introduction to Early Childhood Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
EDUC295, Foundations of Education, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit liberal arts or ECHD elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL220, Children's Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY101, Development of the Western Tradition I, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
HSTY201, American History to 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶**Liberal Arts and Sciences Concentration**	Use Schedule Search for

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

	electives
Foreign Language Electives	Use Schedule Search for electives
SUNY GEN ED Other World Civilizations	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ENGL101, Academic Writing II, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL102, Approaches to Literature, 3 cr. Schedule: Sp, Su, Fa, Wi

ENGL201, Fundamentals of Speech, 3 cr. Schedule: Sp, Su, Fa, Wi

HISTORY SEQUENCE
Choose one set of courses from the following sets listed below:

HSTY101, Development of the Western Tradition I, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY102, Development of the Western Tradition II, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY201, American History to 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

HSTY202, American History Since 1877, 3 cr. Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr. Schedule: Sp, Su, Fa, Wi

ARAB102, Arabic II, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN101, Mandarin Chinese I, 3 cr. Schedule: Sp, Su, Fa, Wi

CHIN102, Mandarin Chinese II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN101, French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN102, French II, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN201, Intermediate French I, 3 cr. Schedule: Sp, Su, Fa, Wi

FREN202, Intermediate French II, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM101, Beginning German I, 3 cr. Schedule: Sp, Su, Fa, Wi

GERM102, Beginning German II, 3 cr. Schedule: Sp, Su, Fa, Wi

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

▶ **Humanities Electives**	Use Schedule Search for electives
▶ **SUNY GEN ED Math Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Other World Civilizations**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

General Education
Honors College
PTK Honor Society
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Vector Scholars
College in High School
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I (C or better), 3 cr. A student exempt from ENGL 100 must substitute a three-credit SUNY General Education approved course. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective**	Use Schedule Search for electives
PSYC103, Introduction to Psychology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology (C or better), 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ANTH290, Social Science Capstone Course, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY290, Social Science Capstone Course, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC290, Social Science Capstone Course, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI290, Social Science Capstone Course, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Social Sciences Electives (C or better)**	Use Schedule Search for electives
▶ **SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
▶ **Math or Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science -General Sequence: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

CAPS131, Introduction to Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS133, Advanced Databases, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS152, Web Page Design, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics, 3 cr. A minimum grade of C is required in MATH 135 as a pre-requisite for MATH 201. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
CIS108, Introduction to Computer Information Systems	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

CSCI165, Computer Science II, 3 cr. CSCI 165 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH181, Discrete Mathematics, 3 cr. MATH 181 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

CIS220, Database Concepts, 3 cr. CIS 220 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CSCI205, Computer Science III-Data Structures, 3 cr. CSCI 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CSCI210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi
►**Lab Science Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Computer Science > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS133, Advanced Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 should substitute MATH 206 - Differential Equations. A minimum grade of C in MATH 203 or a minimum grade of B in MATH 202 is required as a pre-requisite for MATH 206. MATH 206 is only offered in the Spring semester. A minimum grade of C is required in ENGL 100.

MATH200, Statistics, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH201, Calculus I, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 201.

Choose one from the courses listed below:
Minimum credits required: 3

CIS108, Introduction to Computer Information Systems — Schedule: Sp, Su, Fa, Wi

CSCI160, Computer Science I — Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 17

CSCI165, Computer Science II, 3 cr. — Schedule: Sp, Su, Fa, Wi
CSCI 165 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

MATH181, Discrete Mathematics, 3 cr. — Schedule: Sp, Su, Fa, Wi
MATH 181 is only offered in the Spring semester.

MATH202, Calculus II, 4 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in MATH 202.

PHSC211, Physics I (Mechanics and Heat), 4 cr. — Schedule: Sp, Su, Fa, Wi
PHSC 211 is only offered in the Spring semester.

Fall Term 2

Minimum Total Semester Credits: 17

CIS220, Database Concepts, 3 cr. — Schedule: Sp, Su, Fa, Wi
CIS 220 is only offered in the Fall semester.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

CSCI 205, Computer Science III/Data Structures, 3 cr. CSCI 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL 102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH 203, Calculus III, 4 cr. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC 212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

CSCI 210, Computer Architecture & Organization, 3 cr. CSCI 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL 201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL 204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Associate in Science
Minimum Credits for Graduation: 64

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

BIOL104, General Biology I, 4 cr. A minimum grade of C is required in BIOL 104.	Schedule: Sp, Su, Fa, Wi
BIOT101, Introduction to Biotechnology, 1 cr.	Schedule: Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Restricted Electives	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 17

CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 4 A minimum grade of C is required in BIOL 105 or BIOL 216. BIOL 216 is only available in the Spring semester. It is also occasionally offered in the Summer.	
BIOL105, General Biology II	Schedule: Sp, Su, Fa, Wi
BIOL216, General Microbiology	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Social Sciences Elective	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

Our Stories

Linda Pasto
Partners in possibility
Full story

CAREER COACH
more than a job

News & Announcements

BIOL205, General Genetics, 3 cr. BIOL 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques, 1 cr. BIOL 206 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
CHEM205, Organic Chemistry I, 4 cr. CHEM 205 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

BIOT295, Biotechnology Seminar, 3 cr. BIOT 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Humanities Elective**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

BIOL104, General Biology I (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi
BIOL216, General Microbiology (C or better), 4 cr.	Schedule: Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Biology Elective**	Use Schedule Search for electives
BIOT101, Introduction to Biotechnology, 1 cr.	Schedule: Sp, Su, Fa, Wi
BIOT295, Biotechnology Seminar, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
CHEM101, Principles of Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
CHEM102, Principles of Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
MATH132, College Algebra and Trigonometry, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Communication and Media Arts - Broadcast Journalism: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

COMM100, Creating Online Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 100.

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM120, Broadcast Operations, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

IRM101, Research Strategies, 1 cr. — Schedule: Sp, Su, Fa, Wi
IRM 101 is only offered in the Fall semester.

Spring Term 1

Minimum Total Semester Credits: 15

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM160, Broadcast Journalism, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.

COMM225, Communication Law and Ethics, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 225. COMM 225 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Program Electives — Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM230, Broadcast Communication Skills, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 230. COMM 230 is only offered in the Fall semester.

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SUNY GEN ED Lab Science Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART101, History and Appreciation of Art I	Schedule: Sp, Su, Fa, Wi
ART102, History and Appreciation of Art II	Schedule: Sp, Su, Fa, Wi
ART111, Photography I	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting	Schedule: Sp, Su, Fa, Wi
MUSI101, Music Appreciation	Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 17

COMM100, Creating Online Media, 3 cr. A minimum grade of C is required in COMM 100.	Schedule: Sp, Su, Fa, Wi
COMM101, Mass Media, 3 cr. A minimum grade of C is required in COMM 101.	Schedule: Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. A minimum grade of C is required in COMM 110.	Schedule: Sp, Su, Fa, Wi
COMM120, Broadcast Operations, 3 cr. A minimum grade of C is required in COMM 120.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. FSS 160 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Program Electives**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

COMM220, Radio Production, 3 cr. A minimum grade of C is required in COMM 220. COMM 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi
►**MATH Elective**	Use Schedule Search for electives
►**Restricted Program Electives**	Use Schedule Search for

Our Stories

Holly McBean
Making her dream possible
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

	electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM230, Broadcast Communication Skills, 3 cr. A minimum grade of C is required in COMM 230. COMM 230 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
Humanities Elective	Use Schedule Search for electives
Restricted Program Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

COMM160, Broadcast Journalism, 3 cr. A minimum grade of C is required in COMM 160. COMM 160 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. A minimum grade of C is required in COMM 225. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
Lab Science Elective	Use Schedule Search for electives
Restricted Program Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM111, Foundations of Digital Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 111.

COMM112, Foundations of Motion Graphics, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 112.

COMM120, Broadcast Operations, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 120.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology — Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

COMM210, Production and Direction, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Choose one from the courses listed below:
Minimum credits required: 3

ART104, History of Photography and Video	Schedule: Sp, Su, Fa, Wi
ART106,	Schedule: Sp, Su, Fa, Wi
ART111, Photography I	Schedule: Sp, Su, Fa, Wi

MATH Elective	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

COMM170, Broadcast Copywriting, 3 cr. A minimum grade of C is required in COMM 170. COMM 170 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM245, Professional Video Editing and Post Production, 3 cr. A minimum grade of C is required in COMM 245. COMM 245 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
Humanities Elective	Use Schedule Search for electives
Restricted Program Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 14

COMM145, DVD Authoring, 1 cr. A minimum grade of C is required in COMM 145. COMM 145 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics, 3 cr. A minimum grade of C is required in COMM 225. COMM 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication, 1 cr. A minimum grade of C is required in COMM 262.	Schedule: Sp, Su, Fa, Wi
COMM290, Television News Production, 3 cr. A minimum grade of C is required in COMM 290. COMM 290 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Lab Science Elective	Use Schedule Search for electives
Restricted Program Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

CONT107, Construction Materials, 3 cr. — Schedule: Sp, Su, Fa, Wi
CONT 107 is only offered in the Fall semester.

DRAF117, Architectural Drafting I, 3 cr. — Schedule: Sp, Su, Fa, Wi
DRAF 117 is only offered in the Fall semester.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

Choose one from the courses listed below:
Minimum credits required: 3
MATH 122 is strongly recommended. Students who are eligible for MATH 135 or MATH 201 are encouraged to substitute that course. The minimum requirement of 62 credits must still be met. A waiver request must be submitted and approved.

MATH122, Technical Mathematics — Schedule: Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry — Schedule: Sp, Su, Fa, Wi

Social Sciences Elective — Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

CAPS111, Introduction to Word Processing, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr. — Schedule: Sp, Su, Fa, Wi

CAPS131, Introduction to Databases, 1 cr. — Schedule: Sp, Su, Fa, Wi

DRAF118, Architectural Drafting II, 3 cr. — Schedule: Sp, Su, Fa, Wi
DRAF 118 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENVS102, Technology and the Environment, 3 cr. — Schedule: Sp, Su, Fa, Wi

Restricted Elective — Use Schedule Search for electives

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 15

CONT202, Surveying, 3 cr. CONT 202 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL103, Report Writing, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
BUAD103, Entrepreneurship I	Schedule: Sp, Su, Fa, Wi
BUAD201, Business Law I	Schedule: Sp, Su, Fa, Wi
▶ **Lab Science Elective**	Use Schedule Search for electives
▶ **Unrestricted Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 17

CONT115, Construction Estimating and Planning, 2 cr. CONT 115 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr. CONT 208 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr. CONT 210 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr. CONT 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Humanities Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

CONT107, Construction Materials, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT115, Construction Estimating and Planning, 2 cr.	Schedule: Sp, Su, Fa, Wi
CONT202, Surveying, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation, 3 cr.	Schedule: Sp, Su, Fa, Wi
CONT210, Structural Design, 4 cr.	Schedule: Sp, Su, Fa, Wi
CONT216, Materials Testing, 2 cr.	Schedule: Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I, 3 cr.	Schedule: Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS102, Technology and the Environment, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Our Stories

Holly McBean
Making her dream possible
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Creative Writing > Program Requirements

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL108, Performance Poetry & the Spoken Word, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry, 1 cr.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Sequence Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL258, Creative Nonfiction, 3 cr. ENGL 258 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
►**Foreign Language Sequence Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives
►**Writing Workshop Elective**	Use Schedule Search for electives

Our Stories

Linda Pasto
Partners in possibility
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL256, Playwriting, 3 cr. ENGL 256 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Liberal Arts Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry, 1 cr. ENGL 275 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL Elective	Use Schedule Search for electives
Liberal Arts Elective	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives
Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screenwriting: Associate in Arts
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
▶CAPS Electives	Use Schedule Search for electives
▶CAPS Electives	Use Schedule Search for electives
▶Foreign Language Sequence Elective	Use Schedule Search for electives
▶Liberal Arts Electives	Use Schedule Search for electives
▶SUNY GEN ED Mathematics Elective	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr. Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶Foreign Language Sequence Elective	Use Schedule Search for electives
▶SUNY GEN ED Lab Science Elective	Use Schedule Search for electives

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Fall Term 2

Minimum Total Semester Credits: 15

ENGL216, Advanced Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL233, Film Analysis, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
Per New Media Department approval, Creative Writing-Screenwriting majors do not need to complete an ART pre-requisite prior to enrolling in ART 233.

ART233, Animation	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	Schedule: Sp, Su, Fa, Wi

▶**Unrestricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL255, Writing the Dramatic Television Series, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay, 1 cr.	Schedule: Sp, Su, Fa, Wi

▶**Liberal Arts Electives**	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶**Unrestricted Electives**	Use Schedule Search for electives
▶**Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Creative Writing > Program Requirements

Program Requirements

Creative Writing - Prose and Poetry : Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►Unrestricted Electives	Use Schedule Search for electives
►Unrestricted Electives	Use Schedule Search for electives
►Writing Workshop Elective	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL215, Short Fiction, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry, 3 cr. ENGL 229 is only offered occasionally.	Schedule: Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio, 1 cr. ENGL 260 is only offered occasionally.	Schedule: Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry, 1 cr. ENGL 275 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

ENGL108, Performance Poetry & the Spoken Word	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	Schedule: Sp, Su, Fa, Wi
ENGL271, Writing Internship	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screen Writing: Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL200, Screenwriting, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop, 1 cr. ENGL 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	Use Schedule Search for electives
▶ **Writing Workshop Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting, 3 cr. ENGL 216 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio, 1 cr. ENGL 260 is only offered occasionally.	Schedule: Sp, Su, Fa, Wi
ENGL271, Writing Internship, 1 cr.	Schedule: Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay, 1 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL233, Film Analysis	Schedule: Sp, Su, Fa, Wi
ENGL255, Writing the Dramatic Television Series	Schedule: Sp, Su, Fa, Wi

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Unrestricted Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Digital Cinema > Program Requirements

Program Requirements

Digital Cinema: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 16

ART117, Design I for Electronic Media, 3 cr. — Schedule: Sp, Su, Fa, Wi

COMM101, Mass Media, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 101.

COMM110, Aesthetics/Techniques of Video and Film Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 110.

COMM111, Foundations of Digital Editing, 1 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 111.

COMM140, Introduction to Field Production, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 140.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED approved course. The course should be selected in consultation with the student's advisor. Students in the Digital Cinema program should take the "Sitcom-themed" section of ENGL 100.

ENGL135, Writing Workshop - Short Narrative Film, 1 cr. — Schedule: Sp, Su, Fa, Wi

FSS160, Freshman Seminar - Communication and Media Arts, 1 cr. — Schedule: Sp, Su, Fa, Wi
FSS 160 is only offered in the Fall semester.

Spring Term 1

Minimum Total Semester Credits: 15

ART111, Photography I, 3 cr. — Schedule: Sp, Su, Fa, Wi

COMM210, Production and Direction, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 210. COMM 210 is only offered in the Spring semester.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi
Students in the Digital Cinema program should take the "Film-themed" section of ENGL 101.

ENGL200, Screenwriting, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Choose one from the courses listed below:
Minimum credits required: 3

MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

COMM240, Non Fiction & Fiction Field Production, 3 cr. Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in COMM 240.

ENGL233, Film Analysis, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1
A minimum grade of C is required in COMM 262 or ENGL 260.

COMM262, Portfolio Preparation-Communication	Schedule: Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	Schedule: Sp, Su, Fa, Wi

Restricted Elective — Use Schedule Search for electives

SUNY GEN ED Lab Science Elective — Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr. Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in COMM/ENGL 298. COMM/ENGL 298 is only offered in the Spring semester.

COMM298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi
ENGL298, Cinema Capstone	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

SUNY GEN ED Restricted Elective I — Use Schedule Search for electives

SUNY GEN ED Restricted Elective II — Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ECHD110, Children and the Arts, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 110.

ECHD125, Introduction to Early Childhood Education, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 125.

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- MATH109, Statistical Literacy — Schedule: Sp, Su, Fa, Wi
- MATH110, Topics in Mathematics — Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ECHD225, Early Childhood Curriculum Development, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ECHD 225.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- HSTY201, American History to 1877 — Schedule: Sp, Su, Fa, Wi
- HSTY202, American History Since 1877 — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- ASTR101, Introductory Astronomy — Schedule: Sp, Su, Fa, Wi
- BIOL114, Essentials of Nutrition — Schedule: Sp, Su, Fa, Wi
- ENVS101, Introduction to Environmental Science — Schedule: Sp, Su, Fa, Wi
- ENVS102, Technology and the Environment — Schedule: Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

Choose one from the courses listed below:
Minimum credits required: 3

RECR150, Play Across Cultures	Schedule: Sp, Su, Fa, Wi
SOCE150, Play Across Cultures	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

ECHD206, Infant/Toddler Environments and Curriculum, 3 cr. A minimum grade of C is required in ECHD 206.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI201, Sociology of the Family, 3 cr. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART120, Drawing I	Schedule: Sp, Su, Fa, Wi
ART130, Ceramics	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 16

ECHD240, Techniques for Observing and Recording Young Children's Development, 3 cr. A minimum grade of C is required in ECHD 240.	Schedule: Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education, 4 cr. A minimum grade of C is required in ECHD 242. Honors option offered. See Program Chair.	Schedule: Sp, Su, Fa, Wi
ENGL220, Literature for Children, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Math/Science > Program Requirements

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

ENGL100, Academic Writing I (C or better), 3 cr. A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one course from the courses listed below:	
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication, 3 cr.	Schedule: Sp, Su, Fa, Wi
FSS138, Freshman Seminar - Math/Science, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶ **History Elective**	Use Schedule Search for electives
MATH201, Calculus I, 4 cr.	Schedule: Sp, Su, Fa, Wi

Math/Science Course Pairs
Chose 2 course sets from the following groups. Each set (pair of courses) must be from a different group.
Minimum 14 credits required. Must include one 8-credit pair.

Biology group	Schedule
BIOL101, Principles of Biology I, and BIOL102, Principles of Biology II, Total Credits: 6	BIOL101: Sp, Su, Fa, Wi BIOL102: Sp, Su, Fa, Wi
OR	
BIOL104, General Biology I, and BIOL105, General Biology II, Total Credits: 8	BIOL104: Sp, Su, Fa, Wi BIOL105: Sp, Su, Fa, Wi

Chemistry group	Schedule
CHEM101, Principles of Chemistry I, and CHEM102, Principles of Chemistry II, Total Credits: 8	CHEM101: Sp, Su, Fa, Wi CHEM102: Sp, Su, Fa, Wi
OR	
CHEM107, General Chemistry I, and CHEM108, General Chemistry II, Total Credits: 8	CHEM107: Sp, Su, Fa, Wi CHEM108: Sp, Su, Fa, Wi

Math group	Schedule
MATH200, Statistics, and MATH202, Calculus II, Total Credits: 7	MATH200: Sp, Su, Fa, Wi MATH202: Sp, Su, Fa, Wi
OR	
MATH202, Calculus II, and MATH203, Calculus III, Total Credits: 8	MATH202: Sp, Su, Fa, Wi MATH203: Sp, Su, Fa, Wi

Physics group	Schedule
PHSC104, General Physics I, and PHSC105, General Physics II, Total Credits: 8	PHSC104: Sp, Su, Fa, Wi PHSC105: Sp, Su, Fa, Wi
OR	
PHSC211, Physics I (Mechanics and Heat), and PHSC212, Physics II (Electricity and Magnetism), Total Credits: 8	PHSC211: Sp, Su, Fa, Wi PHSC212: Sp, Su, Fa, Wi

CAPS121, Introduction to Spreadsheets, 1 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

▶ **Math, Science, or Computer Science Electives**	Use Schedule Search for electives
▶ **SUNY GEN ED Humanities or Foreign Language Elective**	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives
▶ **Restricted SUNY GEN ED Elective**	Use Schedule Search for electives
▶ **Liberal Arts Elective**	Use Schedule Search for electives
▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Women & Gender Studies > Program Requirements

Program Requirements

Liberal Arts & Sci.-Women & Gender Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST100, Perspectives on Women - An Introduction, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST200, Images of Women, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST233, Women in U.S. History, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST120, Women and Health Care, 3 cr.	Schedule: Sp, Su, Fa, Wi
WGST125, Women and Work, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Holly McBean
Making her dream possible
Full story

TC3.biz Link to Success

News & Announcements

SUNY GEN ED Western Civilization Elective	Use Schedule Search for electives

Unrestricted Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ENGL 201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY110, World History to 1500	Schedule: Sp, Su, Fa, Wi
HSTY111, World History Since 1500	Schedule: Sp, Su, Fa, Wi
HSTY215, History of Latin America	Schedule: Sp, Su, Fa, Wi
HSTY245, Topics in Modern Asia	Schedule: Sp, Su, Fa, Wi
HSTY252, Native American History: Colonial Policies	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi
PHIL101, Introduction to Philosophy	Schedule: Sp, Su, Fa, Wi
PHIL201, Contemporary Moral Issues	Schedule: Sp, Su, Fa, Wi

Math or Science Elective	Use Schedule Search for electives

Unrestricted Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Degrees & Certificates > Sport Management > Program Requirements

Program Requirements

Sport Management: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ACCT101, Principles of Accounting I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit SUNY GEN ED Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS175, Freshman Seminar - Sport Management, 1 cr.	Schedule: Sp, Su, Fa, Wi
SPMT150, Foundations of Sport Management, 3 cr. A minimum grade of C is required in SPMT 150.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi
▶CAPS Electives	Use Schedule Search for electives
▶CAPS Electives	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 17

BUAD204, Principles of Marketing, 3 cr.	Schedule: Sp, Su, Fa, Wi
BUAD208, Principles of Management, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT190, Event Practicum I, 1 cr. A minimum grade of C is required in SPMT 190.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

▶ **ART 111 or Restricted SUNY GEN ED Elective**	Use Schedule Search for electives

▶ **CAPS Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT255, Sport Event Management, 3 cr. A minimum grade of C is required in SPMT 255.	Schedule: Sp, Su, Fa, Wi
SPMT260, Sport Media Management, 3 cr. A minimum grade of C is required in SPMT 260.	Schedule: Sp, Su, Fa, Wi
▶ **SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 13

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPMT195, Event Practicum II, 1 cr. A minimum grade of C is required in SPMT 195.	Schedule: Sp, Su, Fa, Wi
SPMT270, Sport Facilities/Venue Management, 3 cr. A minimum grade of C is required in SPMT 270.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 16

ART111, Photography I, 3 cr. A minimum grade of C is required in ART 111.	Schedule: Sp, Su, Fa, Wi
ART117, Design I for Electronic Media, 3 cr. A minimum grade of C is required in ART 117.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr. A minimum grade of C is required in ART 120.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FSS137, Freshman Seminar-New Media, 1 cr.	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Mathematics Elective	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ART212, Digital Photography, 3 cr. A minimum grade of C is required in ART 212.	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I, 3 cr. A minimum grade of C is required in ART 213.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶SUNY GEN ED Social Sciences Elective	Use Schedule Search for electives
▶Unrestricted Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. A minimum grade of C is required in ART 101. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART214, Dynamic Media II, 3 cr. A minimum grade of C is required in ART 214. ART 214 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

ART233, Animation, 3 cr. A minimum grade of C is required in ART 233. ART 233 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART261, Portfolio Preparation - New Media, 1 cr. A minimum grade of C is required in ART 261. ART 261 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. A minimum grade of C is required in ART 102. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART254, Advanced Media Design, 3 cr. A minimum grade of C is required in ART 254. ART 254 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Liberal Arts Elective**	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates > Engineering Science > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Engineering Science: Associate in Science
Minimum Credits for Graduation: 66
With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses - ENSC 203, 204, 212, and the Restricted Elective - with CHEM 205 and CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 and BIOL 105, General Biology I & II.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 14

CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
CSCI160, Computer Science I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor. A minimum grade of C is required in ENGL 100.	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I, 4 cr. Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete the program. A minimum grade of C is required in MATH 201.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 18

ECON120, Principles of Microeconomics, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC137, Introduction to Engineering, 1 cr. ENSC 137 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH202, Calculus II, 4 cr. A minimum grade of C is required in MATH 202.	Schedule: Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat), 4 cr. PHSC 211 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
Liberal Arts Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ENSC204, Mechanics of Materials, 3 cr. ENSC 204 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENSC209, Engineering Mechanics: Statics, 3 cr. ENSC 209 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

MATH203, Calculus III, 4 cr. A minimum grade of C is required in MATH 203. MATH 203 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism), 4 cr. PHSC 212 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Restricted Electives	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 18

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENSC203, Electrical Science, 4 cr. ENSC 203 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENSC212, Dynamics, 3 cr. ENSC 212 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH206, Differential Equations, 4 cr. MATH 206 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
PHSC213, Physics III (Waves, Optics and Modern Physics), 4 cr. PHSC 213 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Environmental Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 14

BIOL104, General Biology I, 4 cr. A minimum grade of C is required in BIOL 104.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Unrestricted Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
ENVS101, Introduction to Environmental Science, 3 cr. A minimum grade of C is required in ENVS 101.	Schedule: Sp, Su, Fa, Wi
FSS132, Freshman Seminar - Environmental Studies, 1 cr. FSS 132 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**Restricted Social Science Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

BIOL105, General Biology II, 4 cr. A minimum grade of C is required in BIOL 105.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENVS102, Technology and the Environment, 3 cr. A minimum grade of C is required in ENVS 102.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
MATH 201 is recommended. Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement.

MATH132, College Algebra and Trigonometry	Schedule: Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	Schedule: Sp, Su, Fa, Wi
MATH201, Calculus I	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 14

BIOL211, Ecology, 4 cr. BIOL 211 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

CHEM107, General Chemistry I, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

CHEM108, General Chemistry II, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENVS295, Global Seminar, 3 cr. ENVS 295 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
MATH200, Statistics, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi

►**Restricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Graphic Design: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART109, Graphic Design, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART110, Design I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ART114, Design II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART122, Drawing II, 3 cr. ART 122 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART180, Typography, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
HSTY101, Development of the Western Tradition I	Schedule: Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	Schedule: Sp, Su, Fa, Wi
HSTY201, American History to 1877	Schedule: Sp, Su, Fa, Wi
HSTY202, American History Since 1877	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART111, Photography I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART260, Portfolio Preparation - Graphic Design, 1 cr. ART 260 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

ART270, Computer Graphics I, 3 cr. ART 270 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART271, Computer Graphics II, 3 cr. ART 271 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ART200, Illustration	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I	Schedule: Sp, Su, Fa, Wi
ART222, Advanced Digital Photography	Schedule: Sp, Su, Fa, Wi
ART233, Animation	Schedule: Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	Schedule: Sp, Su, Fa, Wi
WD157, Web & Mobile Design	Schedule: Sp, Su, Fa, Wi

▶**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services, 3 cr. A minimum grade of C is required in HUMS 105.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Unrestricted Electives**	Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS200, Generalist Social Work Practice Skills, 3 cr. A minimum grade of C is required in HUMS 200.	Schedule: Sp, Su, Fa, Wi
▶ **Human Services Electives**	Use Schedule Search for electives
▶ **MATH Elective**	Use Schedule Search for electives
▶ **POSC Elective**	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 15

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
HUMS229, Applied Methods in Human Services, 3 cr. A minimum grade of C is required in HUMS 229.	Schedule: Sp, Su, Fa, Wi
SOCI205, Contemporary Social Problems, 3 cr.	Schedule: Sp, Su, Fa, Wi
▶ **Human Services Electives**	Use Schedule Search for electives

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

▶ **Humanities Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

HUMS232, Human Service Internship & Seminar, 4 cr. A minimum grade of C is required in HUMS 232.	Schedule: Sp, Su, Fa, Wi

▶ **Human Services Electives**	Use Schedule Search for electives

▶ **PSYC Elective**	Use Schedule Search for electives

▶ **Science Elective**	Use Schedule Search for electives

▶ **Unrestricted Electives**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Certificate
Minimum Credits for Graduation: 30

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

HUMS105, Introduction to Human Services, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in HUMS 105.

PSYC103, Introduction to Psychology, 3 cr. — Schedule: Sp, Su, Fa, Wi

SOCI101, Introduction to Sociology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
HUMS 104 is only offered in the Fall semester.

- HUMS104, Introduction to Corrections — Schedule: Sp, Su, Fa, Wi
- HUMS125, Introduction to Early Childhood Education — Schedule: Sp, Su, Fa, Wi

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

HUMS200, Generalist Social Work Practice Skills, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

- PSYC201, Social Psychology — Schedule: Sp, Su, Fa, Wi
- PSYC205, Developmental Psychology: The Child — Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
HUMS 212 is only offered in the Spring semester.

- HUMS111, Introduction to Gerontology — Schedule: Sp, Su, Fa, Wi
- HUMS212, Community Corrections — Schedule: Sp, Su, Fa, Wi
- HUMS225, Early Childhood Curriculum Development — Schedule: Sp, Su, Fa, Wi

POSC Elective — Use Schedule Search for electives

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 65
A "C" or higher grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses listed in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each nursing (NURS) course is required to earn a degree in Nursing.

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 17

BIOL131, Principles of Human Anatomy and Physiology I, 4 cr. A minimum grade of C is required in BIOL 131.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr. ENGL 100, if required, must be completed with a "C" or higher grade before the first semester.	Schedule: Sp, Su, Fa, Wi
NURS110, Fundamentals of Nursing, 7 cr. A minimum grade of C is required in NURS 110. NURS 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 16

BIOL132, Principles of Human Anatomy and Physiology II, 4 cr. A minimum grade of C is required in BIOL 132.	Schedule: Sp, Su, Fa, Wi
NURS120, Critical Thinking in Medical Surgical Nursing, 9 cr. A minimum grade of C is required in NURS 120. NURS 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2
Minimum Total Semester Credits: 16

NURS208, The Art and Science of Nursing Across the Lifespan, 10 cr. A minimum grade of C is required in NURS 208. NURS 208 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
NURS241, Pharmacology for Nurses and Allied Health Professionals, 3 cr. A minimum grade of C is required in NURS 241.	Schedule: Sp, Su, Fa, Wi
MATH Elective	Use Schedule Search for electives

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Spring Term 2

Minimum Total Semester Credits: 16

BIOL112, Essentials of Medical Microbiology, 3 cr. A minimum grade of C is required in BIOL 112. BIOL 112 is offered in the Spring semester, as well as occasionally in the Summer semester.	Schedule: Sp, Su, Fa, Wi
NURS225, Professional Practice and Complex Nursing Care, 10 cr. A minimum grade of C is required in NURS 225. NURS 225 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
▶ **Restricted Humanities Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Photography: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ART104, History of Photography and Video, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART111, Photography I, 3 cr. A minimum grade of C is required in ART 111.	Schedule: Sp, Su, Fa, Wi
ART120, Drawing I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
Choose one from the courses listed below: Minimum credits required: 3	
ART110, Design I	Schedule: Sp, Su, Fa, Wi
ART117, Design I for Electronic Media	Schedule: Sp, Su, Fa, Wi

Spring Term 1
Minimum Total Semester Credits: 15

ART114, Design II, 3 cr.	Schedule: Sp, Su, Fa, Wi
ART122, Drawing II, 3 cr. ART 122 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART212, Digital Photography, 3 cr. A minimum grade of C is required in ART 212.	Schedule: Sp, Su, Fa, Wi
ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
►SUNY GEN ED Mathematics Elective	Use Schedule Search for electives

Fall Term 2
Minimum Total Semester Credits: 16

ART101, History and Appreciation of Art I, 3 cr. ART 101 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ART112, Photography II, 3 cr. A minimum grade of C is required in ART 112.	Schedule: Sp, Su, Fa, Wi
ART213, Dynamic Media I, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

ART262, Portfolio Preparation - Photography, 1 cr. ART 262 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 15

ART102, History and Appreciation of Art II, 3 cr. ART 102 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
ART222, Advanced Digital Photography, 3 cr. A minimum grade of C is required in ART 222.	Schedule: Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
FITN102, Swimming II, 1 cr. A student who can demonstrate the swimming proficiency required for FITN 216 - Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 16

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
FITN216, Lifeguard Training, 2 cr. A student who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute 2 credits of Outdoor Activity Electives. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi
►**Outdoor Activity Elective**	Use Schedule Search for electives

Our Stories

Dryden Mutual
Mutual benefit
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

►**SUNY GE Nat. Sciences or The Arts Elective**	Use Schedule Search for electives

►**Unrestricted Elective**	Use Schedule Search for electives

Fall Term 2

Minimum Total Semester Credits: 15

BIOL115, Field Natural History, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR274, Outdoor Recreation Pursuits, 3 cr. RECR 274 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
Students intending to transfer to SUNY Cortland should take ENGL 102.

ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Foreign Language Elective**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR260, Camp Counseling and Outdoor Education, 3 cr. RECR 260 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 1

RECR276, Outdoor Recreation Field Adventure	Schedule: Sp, Su, Fa, Wi
RECR284, Outdoor Recreation Proficiency	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi

►**SUNY GE Amer. Hist. or West. Civ. Elective**	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- PTK Honor Society
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Vector Scholars
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable worksheet (pdf)

Fall Term 1

Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.	Schedule: Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR110, Introduction to Recreation, 3 cr. RECR 110 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
►**CAPS Elective**	Use Schedule Search for electives
►**CAPS Elective**	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	Use Schedule Search for electives
►**Unrestricted Elective**	Use Schedule Search for electives

Spring Term 1

Minimum Total Semester Credits: 15

ENGL101, Academic Writing II, 3 cr.	Schedule: Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education, 3 cr. Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child, and Infant CPR or higher can substitute a 3-credit Unrestricted Elective. A waiver request form must be submitted and approved.	Schedule: Sp, Su, Fa, Wi
RECR120, Leadership in Recreation, 3 cr. RECR 120 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR150, Play Across Cultures, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 15

ENGL102, Approaches to Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

RECR210, Diversity and Inclusion in Recreation, 3 cr. RECR 210 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
RECR215, Recreation and the Expressive Arts, 3 cr. RECR 215 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi
Foreign Language Elective	Use Schedule Search for electives
SUNY GEN ED Natural Sciences Elective	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

ENGL201, Fundamentals of Speech, 3 cr.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
RECR 201 is only offered in the Spring semester.

RECR201, Introduction to Therapeutic Recreation	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work	Schedule: Sp, Su, Fa, Wi

FITN Elective	Use Schedule Search for electives
PSYC Elective	Use Schedule Search for electives
SUNY GE Amer. Hist. or West. Civ. Elective	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable worksheet (pdf)

Fall Term 1
Minimum Total Semester Credits: 15

ENGL100, Academic Writing I, 3 cr. — Schedule: Sp, Su, Fa, Wi
A minimum grade of C is required in ENGL 100. A student exempted from ENGL 100 must substitute a 3-credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

FITN208, Weight Control, 1 cr. — Schedule: Sp, Su, Fa, Wi

HLTH126, Health and Fitness, 1 cr. — Schedule: Sp, Su, Fa, Wi

RECR110, Introduction to Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 110 is only offered in the Fall semester.

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in BIOL 101 or BIOL 104. Students who have taken both high school biology and chemistry with minimum Regents exam grades of 80% within the past five years can take BIOL 104. The BIOL 101 and BIOL 102 sequence is recommended.

BIOL101, Principles of Biology I — Schedule: Sp, Su, Fa, Wi
BIOL104, General Biology I — Schedule: Sp, Su, Fa, Wi

FITN Elective — Use Schedule Search for electives

SUNY GEN ED MATH Elective — Use Schedule Search for electives

Spring Term 1
Minimum Total Semester Credits: 16

BIOL114, Essentials of Nutrition, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FITN215, Aerobic Conditioning, 1 cr. — Schedule: Sp, Su, Fa, Wi

RECR120, Leadership in Recreation, 3 cr. — Schedule: Sp, Su, Fa, Wi
RECR 120 is only offered in the Spring semester.

Choose one from the courses listed below:
Minimum credits required: 3

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

PSYC103, Introduction to Psychology	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3
A minimum grade of C is required in BIOL 102. Students who complete BIOL 104 in the first semester must take HLTH 205 to fulfill this requirement. Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child, & Infant CPR certification or higher should complete RECR 210 - Diversity and Inclusion. A waiver form must be submitted and approved.

BIOL102, Principles of Biology II	Schedule: Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education	Schedule: Sp, Su, Fa, Wi

Fall Term 2

Minimum Total Semester Credits: 16

BIOL201, Human Anatomy and Physiology I, 4 cr. BIOL 201 is only offered in the Fall semester. Students must complete both BIOL 101 and BIOL 102 with C or higher grades, or BIOL 104 with a C or higher grade as a pre-requisite for BIOL 201.	Schedule: Sp, Su, Fa, Wi
RECR230, Personal Training & Aerobic Leadership, 3 cr. RECR 230 is only offered in the Fall semester.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL102, Approaches to Literature	Schedule: Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	Schedule: Sp, Su, Fa, Wi

►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives
►**SUNY GEN ED Restricted Electives**	Use Schedule Search for electives

Spring Term 2

Minimum Total Semester Credits: 16

BIOL202, Human Anatomy and Physiology II, 4 cr. BIOL 202 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure, 3 cr. RECR 220 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR232, Exercise Physiology, 3 cr. RECR 232 is only offered in the Spring semester.	Schedule: Sp, Su, Fa, Wi
RECR285, Recreation Field Work, 3 cr.	Schedule: Sp, Su, Fa, Wi

Choose one from the courses listed below:
Minimum credits required: 3

ENGL201, Fundamentals of Speech	Schedule: Sp, Su, Fa, Wi
ENGL204, Fundamentals of Interpersonal Communication	Schedule: Sp, Su, Fa, Wi

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Admissions Office
607.844.6580
admissions@TC3.edu

Program Requirements

International Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

ANTH202, Cultural Anthropology, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:
- ANTH220, Dev Anthropology in a Globalizing World, 3 cr. — Schedule: Sp, Su, Fa, Wi
- SOCI220, Dev Anthropology in a Globalizing World, 3 cr. — Schedule: Sp, Su, Fa, Wi

Choose one course from the courses listed below:
- ECON120, Principles of Microeconomics, 3 cr. — Schedule: Sp, Su, Fa, Wi
- ECON121, Principles of Macroeconomics, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL100, Academic Writing I (C or better), 3 cr. — Schedule: Sp, Su, Fa, Wi
A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ENGL101, Academic Writing II, 3 cr. — Schedule: Sp, Su, Fa, Wi

ENGL201, Fundamentals of Speech, 3 cr. — Schedule: Sp, Su, Fa, Wi

GEOG120, World Regional Geography, 3 cr. — Schedule: Sp, Su, Fa, Wi

HSTY111, World History Since 1500, 3 cr. — Schedule: Sp, Su, Fa, Wi

FOREIGN LANGUAGE SEQUENCE
Choose one set of courses from the following sets listed below:

ARAB101, Arabic I, 3 cr. — Schedule: Sp, Su, Fa, Wi

ARAB102, Arabic II, 3 cr. — Schedule: Sp, Su, Fa, Wi

CHIN101, Mandarin Chinese I, 3 cr. — Schedule: Sp, Su, Fa, Wi

CHIN102, Mandarin Chinese II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN101, French I, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN102, French II, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN201, Intermediate French I, 3 cr. — Schedule: Sp, Su, Fa, Wi

FREN202, Intermediate French II, 3 cr. — Schedule: Sp, Su, Fa, Wi

GERM101, Beginning German I, 3 cr. — Schedule: Sp, Su, Fa, Wi

GERM102, Beginning German II, 3 cr. — Schedule: Sp, Su, Fa, Wi

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

ITAL101, Italian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
ITAL102, Italian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN101, Russian I, 3 cr.	Schedule: Sp, Su, Fa, Wi
RUSN102, Russian II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN101, Beginning Spanish I, 4 cr.	Schedule: Sp, Su, Fa, Wi
SPAN102, Beginning Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN201, Intermediate Spanish I, 3 cr.	Schedule: Sp, Su, Fa, Wi
SPAN202, Intermediate Spanish II, 3 cr.	Schedule: Sp, Su, Fa, Wi

Restricted MATH Elective	Use Schedule Search for electives

Choose one course from the courses listed below:
All students in the program must complete a Study Abroad course. If a two-course pair is taken, the other course can often be used as an elective. Consult with your advisor for more information.

ANTH260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
BIOL116, Tropical Field Natural History, 4 cr.	Schedule: Sp, Su, Fa, Wi
ENGL250, Field Studies in Literature, 3 cr.	Schedule: Sp, Su, Fa, Wi
HRMG220, International Culture & Cuisine - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY230, History of Ireland - Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
HSTY260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi
IED260, Culture Survey for Study Abroad, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC230, History of Ireland, 3 cr.	Schedule: Sp, Su, Fa, Wi
POSC260, Topics in Modern Latin America, 3 cr.	Schedule: Sp, Su, Fa, Wi

Sustainability Elective	Use Schedule Search for electives

POSC225, Comparative Politics, 3 cr.	Schedule: Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology, 3 cr.	Schedule: Sp, Su, Fa, Wi

Restricted SUNY GEN ED Natural Science Elective	Use Schedule Search for electives

SUNY GEN ED Restricted Elective	Use Schedule Search for electives

Unrestricted Electives	Use Schedule Search for electives

SUNY General Education & TC3 Liberal Arts courses

Note: The @ symbol represents any course number or discipline. For example, BIOL @ means any course with a Biology course prefix. An @ alone means one course in any course discipline with any course number.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at TC3 are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ACCT 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students. Use of TC3 MyMail accounts is a privilege given to each student. Students are expected to use these accounts consistent with the College's Computer Use/Ethics Policy.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Julianna Johnson
A life-changing education
Full story

The Pathways Scholarship provides aid and support for adult students

PATHWAYS THERE IS MONEY FOR COLLEGE
SCHOLARSHIP UP TO $7,000

News & Announcements

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Human Resources Administrator

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Julianna Johnson
A life-changing education
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilities Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Janelle Boyd
Her vision of success
Full story

TC3.biz Link to Success

News & Announcements

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Grievance and Conduct Violation Policies Overview

TC3 is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and TC3 Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Human Resources Administrator
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs (if initially heard by Residence Director) or Dean of Student Life (if initially heard by Director of Residence Life and Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the TC3 community when involved in grievance or conduct

Our Stories

Ben Currens
More than you might expect
Full story

SGA Tompkins Cortland Community College

News & Announcements

violation procedures. The following staff members are specifically identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Debbie Lacko, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Human Resources Administrator, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's TC3 myMAIL account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, TC3 ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and the file shall be considered confidential and maintained by the maker for a period of three years.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Family Educational Rights and Privacy Act (FERPA)
Academic Regulations
Grading Policies
Academic Standards
Student Rights and Responsibilities
Campus Policies and Procedures
Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Director of Residence Life & Judicial Affairs	Darese Doskal	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Human Resources Administrator	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	Amy Trueman	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Associate Dean for Curriculum and Academic Records	Jane Hammond	229	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Classroom Behavior

TC3 values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior, any may begin disciplinary proceedings in accordance with the TC3 Non-Academic Code of Conduct.

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to reduction in grade and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. These recommendations and a report of the violation shall be sent to the Provost within five class days.

The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The Provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a notation that the student has violated the Policy on Academic Integrity may be made on the official academic records of the student.

Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the Provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Health Services
A healthy campus
Full story

Text the Library
607.545.4TC3

News & Announcements

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Classroom Behavior

TC3 values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to interruptions through use of cell phones or other electronic devices, video/audio recording or classes including any such recording of events taking place in class, not necessarily limited to course lectures, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, inappropriate language and tone. Instructors may remove a student for the class session for such disruptive behavior and may begin disciplinary proceedings in accordance with the TC3 Non-Academic Code of Conduct.

Our Stories

Health Services
A healthy campus
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

for 10 or 15 week courses, within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

TC3 supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other TC3 staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Human Resources Administrator/Affirmative Action Officer to assist with trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Human Resources Administrator should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or TC3 Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Online tutoring
Sun. – Thurs.
7 p.m. – midnight

News & Announcements

final determination in the matter and notify all interested parties of the final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another user's ID or password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Privacy

Each user account is protected from unauthorized access by requiring

Our Stories

Linda Pasto
Partners in possibility
Full story

DegreeWorks
The easy way to track your degree progress

News & Announcements

the use of a unique password to identify the legitimate user. No user will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy
The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Technology Office (201) and the library.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Updated July 13, 2015

Statement of Responsibilities

As members of the Tompkins Cortland Community College ("College" or "TC3"), community, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by the College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residence life staff, dining services staff, and campus police staff acting in the performance of their duties.

2. In the event campus police and/or law enforcement officials make a request of a student in regard to an ongoing investigation or incident, it is expected that students comply fully with the request/directive made by such officials within the confines of the law.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Our Stories

Rosanna Perez
Opening her mind
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds, alteration or fraudulent possession or use of documents or instruments of identification.

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action. Disruption or obstruction for purposes of this Code includes video/audio recording when it is interfering with College activities.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action. Examples include actions through electronic means including but not limited to non-consensual sexting, use of social media for nefarious intent including to foster, promote or otherwise seek to engage in any of the activities set forth herein.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without affirmative consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or affirmative consent of the partner, engaging in acts of peeping or voyeurism.

Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender.

-Consent to any sexual act or prior consensual activity between or with any party does not constitute consent to any other sexual act

-Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol

-Consent may be initially given but withdrawn at any time

-Consent may not be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitations may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and unable to give consent.

-Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.

-When consent is withdrawn or can no longer be given, sexual activity must stop.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others. Further examples include actions through electronic means including but not limited to sexting, or use of social media for nefarious purposes.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on College-owned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity or on any College property under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College

property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the TC3 judicial system.

Good Samaritan Policy

The health and safety of all TC3 students is of utmost importance. Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. ANYTIME you see a situation where another student is in danger – from drugs or alcohol, of being physically or sexually assaulted (including incidents of domestic violence, dating violence, stalking or sexual assault), or anytime their physical well-being is in immediate danger, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. Bystanders or reporting individuals acting in good faith to disclose any incident of domestic violence, dating violence, stalking, sexual assault, physical assault or drug/alcohol poisoning to college officials or law enforcement will not be subject to punitive consequences, for violations of alcohol and/or drug use policies occurring at or near the time of the incident.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Dating violence, domestic violence, sexual assault, or stalking
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime…)

Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result, is sanctioned through a judicial hearing process that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. If a student's alleged violations make them eligible for suspension, they will have the right to request a board hearing with faculty, staff and student members. The student will have 48 hours (business hours) from receipt of their letter to contact the Director of Residence Life and Judicial Affairs to request a board hearing. Upon doing so, the Director will schedule and notify the student of the board hearing time and location. Boards will be made up of 1 faculty, 1 faculty or staff, a student and a non-voting staff member. The 3 members will hear the case and make determination. All procedures for a board hearing will mirror the procedures for an administrative hearing.

5. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer or board if responsibility is determined based on the evidence available.

6. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney to assist the student in their hearing is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the

Our Stories

Health Services
A healthy campus
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

administrative procedures and charges will be explained, documentation and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

7. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

8. In all cases, the burden of proof is “the preponderance of the evidence,” i.e. whether it is “more likely than not” that the violation occurred.

9. In determining a sanction, the judicial hearing officer will consider a student’s previous judicial violations as well as engagement in his or her academic program

10. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student in violation may appeal the hearing officer’s decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs or a hearing board, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks. The appeal officer will determine whether the appeal meets the grounds for an appeal, as well as, whether the decision should be changed.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Cases involving alleged dating violence, domestic violence, sexual assault, and stalking

The College will conduct a timely review of all complaints of dating violence, domestic violence, sexual assault, and/or stalking. Absent extenuating circumstances, review and resolution is expected to take place within thirty (30) calendar days from receipt of complaints.

Preliminary review of all complaints, including any necessary interviews to be conducted and necessary interim measures to be put into place, will usually be completed within five days of receipt of the complaint.

The comprehensive review and investigation , including all interviews and gathering of evidence, is usually completed within 15 days of receipt of the complaints.

Results of the complaint from the hearing, decision and any sanctions, are typically issued within 25 days of of receipt of the complaint to both the complainant and the accused.

An appeal of the results must be submitted within 10 days of receipt of the written results by either the complainant or accused. Absent extenuating circumstances, decisions on appeals are typically issued within 14 calendar days of submission of the appeal.

Interim Measures
Throughout the time of this process, the College will take interim measures to ensure the safety of the complainant. This may include adjustments to academic schedules, changes in housing assignments, cease and desist orders and/or summary actions (removal or suspension) against the accused. The Office of Residence Life and Judicial Affairs will promptly review any interim measure (cease and desists, summary suspensions or removals, or others) at the request of either the accused individual or the reporting/affected individual. The individuals can submit evidence to support their request to the Director of Residence Life and Judicial Affairs.

Extensions
All deadlines and time requirements may be extended for good cause as determined by the Director of Residence Life and Judicial Affairs. Both parties will be notified in writing of the delay, the reason for delay and provided the date of the new deadline or event. Extensions will not be longer than 5 business days.

Evidence
Evidence to be presented by either party during the hearing on the charges must be shared with other party at least two business days in advance of the hearing. The hearing officer of the case shall make the final decision related to all admissibility of all evidence.

Right to Advisors
Both parties in these cases have a right to an advisor during their conduct hearing and any related meetings. Advisors may speak privately to their advisee during the proceeding, but may not represent the student.

Sanctions
The College considers dating violence, domestic violence, sexual assault, and stalking as extremely serious violations and subject to suspension or expulsion from the College. Students found responsible for these crimes who are suspended or expelled will receive a notation of their transcript indicating that they were suspended or expelled after a finding of responsibility for a code of conduct violation. Students who withdraw from the college while such conduct charges are pending and decline to complete the disciplinary process will receive a notation on their transcript indicating that they withdrew with conduct charges pending.

Retaliation
No member of the College community shall retaliate, intimidate, threaten, coerce, or otherwise discriminate against a person who files a complaint, serves as a witness, or assists or participates in a dating violence, domestic violence, sexual assault or stalking case in any manner. Participants who experience retaliation should report the incident to Campus Police or the Office of Residence Life and Judicial Affairs immediately.

Summary Removal from the College Housing System
The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland

Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College

The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the college or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Campus Police (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Dean of Student Life. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.

Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester

During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an

Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year. Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning

Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution

Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules

Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline will result in further disciplinary action.

Community Service

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges

Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Residence Hall Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Conduct Probation

A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College. Any student on conduct probation or with

higher level of sanctioning will be reviewed prior to any travel on behalf of or with the college and before serving in any student leadership role on campus.

Residence Hall Reassignment

In the event that in the judicial hearing officer's assessment the student and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls

A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal

The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension

A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College. Students on deferred suspension are not permitted to travel with or on behalf of the college (for class, internships, etc.) and are not allowed to hold formal student leadership positions on campus (club officers, mentors, etc.)

Suspension

Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared "Persona Non Grata" and must receive permission from the Office of Campus Police before entering onto all College properties until s/he is readmitted. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "suspended after a finding of responsibility for a code of conduct violation."

Expulsion

Permanent termination of the student's status at the College. Student is also declared "Persona Non Grata" and must receive permission from the Office of Public Safety before entering onto all College properties. For crimes of violence, including but not limited to sexual violence, a notation will be made on the transcripts of students found responsible after a conduct process that they were "expelled after a finding of responsibility for a code of conduct violation."

Sanctions for Alcohol and Other Drug Violations

Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; additional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to an Options group meeting.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to TC3.

Failure to complete sanctions

Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the same type.

Parental Notification

In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment in the college.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades) or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Examples of this form of sexual harassment would include but are not limited to:

- Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.
- Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.
- Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

- Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.
- Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).
- Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.
- Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.
- Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination/Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

- Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a complaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@TC3.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Human Resources Administrator
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Darese Doskal, Director of Residence Life and Judicial Affairs
Tioga Hall, 844-8222, ext. 6591

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will complete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

- Includes the filing of a formal complaint
- Involves the appointment of a hearing panel
- Calls for a formal investigation of all the elements of a complaint.
- Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only. All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or TC3 Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Ben Currens
More than you might expect
Full story

TC3.biz Link to Success

News & Announcements

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Holly McBean
Making her dream possible
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the TC3 campus or affiliated with TC3. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the TC3 community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the TC3 community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

- Office of Public Safety/Campus Police, Room 118, 844.6511
- Carolyn Boone, coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283
- Sharon Dovi, affirmative action officer, Room 219, 844.8222, Ext. 4251
- Seth Thompson, director of Multicultural Services, Room 230, 844.8222, Ext. 4358

TC3 law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

orientation and throughout the year by the Office of Counseling, Career, Transfer Services.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Sexual Assault, Dating Partner Violence, Domestic Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the TC3 community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking

This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct

This offense includes sexual intercourse without consent* and deviate sexual intercourse without consent*. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape

This series of offenses includes sexual intercourse with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent* due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act

This series of offenses includes oral or anal sexual conduct* with a person incapable of consent* because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching

This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse

This series of offenses includes sexual contact with a person by forcible

Our Stories

Ashlee Seals
A true woman of excellence
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

compulsion, or with a person who is incapable of consent* due to physical helplessness, or due to the person being under the age of consent*. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Dating Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the "same family or household" include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Dating Violence is any violent crime committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined based on victim's statement with consideration of the length or the relationship, the type of relationship, and the frequency of the relationship.

Sections of the New York State Penal Law that relate to domestic or dating violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

- Disorderly Conduct
- Harassment
- Menacing
- Reckless Endangerment
- Criminal Obstruction of Breathing or Blood Circulation
- Strangulation
- Assault
- Any other offense that constitutes a crime against the person

*Consent in any of the above acts is defined as Affirmative Consent or a clear, unambiguous, knowing, informed, and voluntary agreement between all participants to engage in sexual activity.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, change your clothes or otherwise alter your physical appearance; contact Office of Campus Police immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim's fault.

Students have the right to pursue adjudication of crimes occurring on the TC3 campus through criminal courts and/or through the college's internal disciplinary process (under the Student Code of Conduct). TC3 police officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action

Where there is probable cause to believe the College's regulations prohibiting sexual assault, domestic partner/dating violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Student Protections

The College will make every effort to be responsive and sensitive to the reporters of these serious crimes. Protection of the a student and prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the accuser and the respondent both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

Right of Appeal

The student in violation (or the reporting individual in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by

the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Dean of Student Life. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2015-16

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate, to enforce these regulations.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3.

Non-Academic Policies and Regulations

Student Bill of Rights

The State University of New York and the College are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College/University-wide and campus programs, activities, and employment. All victims/survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad:

Students Rights

All students have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and./or criminal justice process free from pressure from the institution ;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
- Access to at least one level of appeal of a determination;
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process;
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the College.

Options in Brief

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;
- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, see below Options for Confidentially Disclosing Sexual Violence).
- Make a report to:

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

A title IX Coordinator

Campus Police;

Local law enforcement; and/or

Family Court or Civil Court.

Options for Confidentially Disclosing Sexual Violence

Tompkins Cortland Community College wants you to get the information and support you need regardless of whether you would like to move forward with a report of sexual violence to campus officials or to police. You may want to talk with someone about something you observed or experienced, even if you are not sure that the behavior constitutes sexual violence. A conversation where questions can be answered is far superior to keeping something to yourself. Confidentiality varies, and this document is aimed at helping you understand how confidentiality applies to different resources that may be available to you.

If you want to discuss a situation with someone who will not disclose any information to the college or police, you can speak with certain counselors in Counseling, Career and Transfer Services or with the medical professionals in the Student Health Center. Staff there can provide Title IX specific details.

Other staff and faculty on campus will share information with a Title IX Coordinator so they can investigate the situation and prevent further occurrences.

When a student desires no formal action and/or anonymity, Title IX Coordinators will still be required to investigate, but will do their best to keep that student's identity private.

If there is concern that this is an ongoing community danger, Campus Police may have to issue a campus alert. In doing so, they will make every effort to keep the reporting individual's information private.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

The State University of **New York**

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

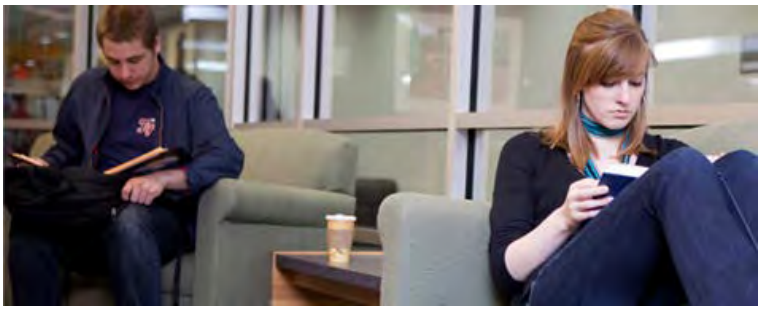
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog



More than a job. Find a career.

CAREER COACH more than a job

Have an interest? Use Career Coach to find a career and a degree program that fit your dreams. Learn about average salaries, current job openings, predictions for future job openings, and other related career options.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Past Academic Catalogs

- 2013-2014
- 2012-2013
- 2011-2012

Course Descriptions by Academic Year

- 2013-2014
- 2012-2013
- 2011-2012

Higher Education Digital Application Award

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

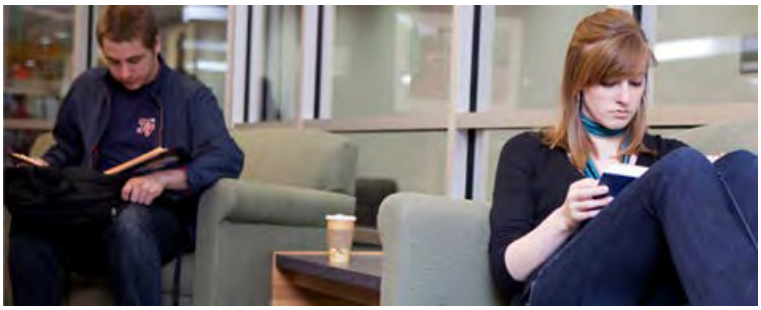
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog



More than a job. Find a career.

CAREER COACH more than a job

Have an interest? Use Career Coach to find a career and a degree program that fit your dreams. Learn about average salaries, current job openings, predictions for future job openings, and other related career options.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates

View All | Transfer (A.S.) | Transfer (A.A.) | Career (A.A.S.) | Certificate

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Forensics*
A.A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Culinary Arts
A.A.S. Degree

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Electrical Engineering Technology*
A.A.S. Degree, Certificate

Engineering Science
A.S. Degree

Entrepreneurship
A.A.S. Degree

Environmental Studies
A.S. Degree

Graphic Design

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A.S. Degree

Hotel and Restaurant Management
A.A.S. Degree

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

International Studies
A.S. Degree

Liberal Arts and Sciences: Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences: General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences: Humanities
A.A. Degree

Liberal Arts and Sciences: Math/Science
A.S. Degree

Liberal Arts and Sciences: Social Science
A.S. Degree

Liberal Arts and Sciences: Women & Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Office Management and Administration*
A.A.S. Degree, Certificate

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Sustainable Farming and Food Systems
A.A.S. Degree

Web & Mobile Application Design*
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

* Programs marked with an asterisk are in the process of being discontinued and so will not be accepting new students. Please see related programs for other opportunities.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Online Learning

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your TC3 online course using any Internet connection, anytime, anywhere.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

Degrees Offered Fully Online

These TC3 degree programs can be completed fully online:

- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Hotel and Restaurant Management, A.A.S.
- Liberal Arts and Sciences: General Studies, Individual Studies Sequence, A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These TC3 certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.A.S., A.S., Certificate
- Business Administration, A.S.
- Chemical Dependency Counseling, A.A.S.
- Computer Forensics, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Entrepreneurship, A.A.S.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

International Business, A.S.

Liberal Arts and Sciences: Adolescent Education, A.S.

Liberal Arts and Sciences: General Studies, Exploratory, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.S.

Web & Mobile Application Design, A.A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Office Management and Administration, A.A.S., Certificate

Sport Management, A.S.

Wine Marketing, A.A.S.

For more information about taking online courses,
Email OnlineLearning@TC3.edu or call 607.844.8222, ext. 4399

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2015	Dryden	Evening
Summer	2016	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
CULI	DRAF	ECHD	ECON	EDUC
ELEC	EMT	ENGL	ENSC	ENVS
ESL	FITN	FREN	FSS	GEOG
GEOL	GERM	HLTH	HRMG	HSTY
HUMN	HUMS	IED	IRM	ITAL
MATH	METR	MUSI	NURS	OFFC
PARA	PARC	PHIL	PHSC	POSC
PSED	PSYC	RDNG	RECR	RUSN
SOCE	SOCI	SPAN	SPMT	WD
WGST	WINE			

Search

Guide to disciplines

Tompkins Cortland Community College offers many learning opportunities that incorporate current technologies. Please note that **any** course, even those primarily designed to be delivered in lecture format, may require online activity as part of the course. Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 101)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Spring Semester
Monday–Thursday, 8 a.m.–8 p.m.
Friday, 8 a.m.–4 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Exceptions:
March 20 (Spring Day), Closed

Note
There will be no access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit through the front doors.

Cortland Extension Center

157 Main Street
Cortland, NY
607.756.5275

Fall and Spring Semester
Monday–Thursday, 8 a.m.–8 p.m.
Friday, Saturday and Sunday, Closed
1.607.756.5275

Register Online

You can register online if you meet certain criteria and are authorized by your advisor.

Sign in to myTC3 and select myINFO

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

- Select "Register," then select "Register for Courses"
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment/Prerequisites

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at TC3. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email or call the Enrollment Services Center

Call 607.844.6580 or Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes.

TC3 offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. To enroll in a course once the "add" deadline has passed, students are required to obtain the Dean of Instruction's signature in addition to their advisor and instructor's signatures.

Dropping / Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at TC3 at any time. Students at Cortland may cross-register for one course at TC3 as well.

Grades earned in such courses will not appear on the TC3 transcript, nor will they count toward a student's GPA at TC3. Students are responsible for having official transcripts sent to TC3 after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of "X" will be made on the student's academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. You will be responsible to pay the fees. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll

for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at TC3 if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at TC3 will be approved. Contact the Academic Records Office for further information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of TC3 program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Transfer Assistance

Visit the Counseling, Carrer, and Transfer Services office for transfer assistance.

Graduate Profile

TC3 graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- Electrical Engineering Technology*
- New Media

Alfred University

- Liberal Arts and Sciences: General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences: General Studies

Binghamton University

- Accounting
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences: General Studies
- Liberal Arts and Sciences: Humanities
- Liberal Arts and Sciences: Math/Science
- Liberal Arts and Sciences: Social Science
- Liberal Arts and Sciences: Women & Gender Studies
- Nursing
- Paralegal
- Sport Management

Buffalo State College

- Biotechnology
- Broadcast Production

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Communication and Media Arts
Criminal Justice
Digital Cinema
Engineering Science
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Photography

Canisius College
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Math/Science

Cazenovia College
Criminal Justice
Liberal Arts and Sciences: General Studies

Clarkson University
Engineering Science

College of St. Rose

Columbia University
Liberal Arts and Sciences: Math/Science

Cornell University
Biotechnology
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Digital Cinema
Engineering Science
Environmental Studies
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
New Media
Paralegal
Photography

The Culinary Institute of America
Culinary Arts

CUNY Brooklyn College

Elmira College
Early Childhood
Human Services
Nursing

Empire State College
Accounting
Business Administration
Chemical Dependency Counseling
Construction and Environmental Technology
Human Services
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Nursing
Paralegal

Fashion Institute of Technology

Graphic Design

Hilbert College

Criminal Justice

Paralegal

Hobart and William Smith Colleges

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Hunter College, City University of New York

Human Services

Ithaca College

Accounting

Broadcast Production

Business Administration

Chemical Dependency Counseling

Communication and Media Arts

Computer Information Systems

Computer Science

Creative Writing

Digital Cinema

Early Childhood

Environmental Studies

Graphic Design

Human Services

International Business

Liberal Arts and Sciences: General Studies

Liberal Arts and Sciences: Math/Science

Liberal Arts and Sciences: Social Science

Photography

Recreation: Outdoor Recreation

Recreation: Recreation Leadership

Sport Management

John Jay College of Criminal Justice

Criminal Justice

Keuka College

Computer Support Specialist

Early Childhood

Human Services

Nursing

New York University

Creative Writing

Digital Cinema

Pratt Institute

Graphic Design

Paul Smith's College

Culinary Arts

Roberts Wesleyan College

Early Childhood

Rochester Institute of Technology

Biotechnology

Computer Information Systems

Computer Science

Construction and Environmental Technology

Electrical Engineering Technology*

Engineering Science
Graphic Design
Liberal Arts and Sciences: Math/Science
New Media
Photography
Web & Mobile Application Design*

St. John's University
Liberal Arts and Sciences: Social Science

St. John Fisher College
Broadcast Production
Communication and Media Arts
Sport Management

Stony Brook University
Liberal Arts and Sciences: Women & Gender Studies

SUNY College at Brockport
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Criminal Justice
International Business
Liberal Arts and Sciences: Women & Gender Studies
Paralegal
Recreation: Exercise Studies
Recreation: Recreation Leadership
Sport Management

SUNY College at Cobleskill
Biotechnology
Liberal Arts and Sciences: General Studies

SUNY College at Canton
Human Services
Liberal Arts and Sciences: General Studies
Paralegal

SUNY College at Cortland
Accounting
Biotechnology
Broadcast Production
Business Administration
Chemical Dependency Counseling
Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies

New Media
Paralegal
Photography
Recreation: Exercise Studies
Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry
Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences: Math/Science

SUNY College at Fredonia
Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
New Media

SUNY College at Geneseo
Communication and Media Arts
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities
Liberal Arts and Sciences: Math/Science
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies

SUNY College at Oneonta
Business Administration
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
New Media

SUNY College at Oswego
Broadcast Production
Business Administration
Communication and Media Arts
Criminal Justice
Digital Cinema
Graphic Design
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Photography

SUNY College at Plattsburgh
Broadcast Production
Chemical Dependency Counseling
Culinary Arts
International Business
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Humanities

Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Recreation: Recreation Leadership

SUNY College at Potsdam
Computer Science

SUNY College at Purchase
Broadcast Production
Creative Writing
Liberal Arts and Sciences: Women & Gender Studies

SUNY Delhi
Business Administration
Culinary Arts
Nursing

SUNY Institute of Technology
Accounting
Computer Information Systems
Electrical Engineering Technology*
Engineering Science
Sport Management

SUNY Morrisville State College
Recreation: Exercise Studies

SUNY New Paltz
Communication and Media Arts
Early Childhood
Graphic Design
International Business
Liberal Arts and Sciences: Women & Gender Studies
Photography

SUNY Upstate Medical University
Biotechnology
Nursing

Syracuse University
Chemical Dependency Counseling
Digital Cinema
Graphic Design
Human Services
Liberal Arts and Sciences: General Studies
Paralegal
Sport Management

University of Buffalo

Utica College
Nursing
Paralegal

Wells College
Computer Science
Criminal Justice
Human Services
Liberal Arts and Sciences: General Studies
Liberal Arts and Sciences: Social Science
Liberal Arts and Sciences: Women & Gender Studies
Paralegal

Out of State Opportunities

Arizona State University

Boston University
Digital Cinema

Champlain College
Web & Mobile Application Design*

East Stroudsburg University
Graphic Design

Emerson College
Creative Writing
Digital Cinema

Jacksonville University

Florida State University – College of Motion Picture Arts
Digital Cinema

Full Sail University
Broadcast Production

Green Mountain College
Recreation: Outdoor Recreation

Indiana University at Indianapolis
Sport Management

Jefferson School of Health Professions
Biotechnology

Johnson & Wales
Culinary Arts

Johns Hopkins University
Engineering Science

Lock Haven University
Recreation: Outdoor Recreation
Recreation: Recreation Leadership

Mansfield University
Liberal Arts and Sciences: General Studies
Sport Management

Ohio Wesleyan
Sport Management

Old Dominion University

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences: General Studies

San Diego State University

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences: Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of Massachusettes Dartmouth

University of New England
Environmental Studies

University of North Carolina School of the Arts (Winston-Salem)
Digital Cinema

University of North Carolina Wilmington

University of Texas at Austin
Digital Cinema

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences: General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences: General Studies

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Academic Calendar

TC3 offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the TC3 Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Services

Student Services

Our mission is student success, and the TC3 community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to TC3, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about TC3's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

TC3 offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at TC3, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, TC3 is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Regulations

Transfer Credit Policy

Transfer courses are evaluated individually. Credits for all courses passed with a letter grade of C or higher at regionally accredited institutions and recorded on official transcripts will be evaluated and may be accepted for applicability to specific Tompkins Cortland degree or certificate requirements. College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the institution where the courses were taken is accredited by the Ministry of Education in that country. Grades and credits earned at another institution are not calculated into a student's grade point average at TC3.

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the TC3 website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Credit/Contact Hours

Following State University of New York (SUNY) regulations, TC3 has adopted the following definitions and practices regarding credit and required contact hours.

A semester credit hour is normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

I. Lecture, seminar, quiz, discussion, recitation

A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom instruction with a normal expectation of two hours of outside study for each class session. Typically, a three-semester credit hour course meets three 50-minute sessions per week for fifteen weeks for a total of 45 sessions.

II. Activity supervised as a group (laboratory, field trip, practicum, workshop, group studio)

A semester credit hour is awarded for the equivalent of fifteen periods of such activity, where each activity period is 150 minutes or more in duration with little or no outside preparation expected. Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

III. Supervised individual activity (independent study, individual studio, tutorial)

a) One credit for independent study (defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member) will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

b) Credit for tutorial study (defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance) will be awarded on the basis of one semester hour credit for each equivalent of fifteen contact hours of regularly scheduled instructional sessions."

Credit/Contact Hour Source: SUNY Policy
Document Number: 1305
Effective Date: June 30, 1976

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising TC3 faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the Academic Records Office regarding degree status. A student who

applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Up to three fitness credits may be applied toward unrestricted elective requirements in any degree program.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in advance so arrangements can be made for making up

assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Faculty

Meet Our Faculty

Ansbro, Marianne
Professor, Coordinator of Disney Program

Bethony, Danielle
Associate Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cambridge, Joseph
Professor, English

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena, Milagros
Associate Professor, Nursing

Cerretani, Susan
Associate Professor, English

Chase, Lawrence
Professor, Business

Ensign, Mary Ellen
Assistant Professor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Associate Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Assistant Professor, Mathematics

Gilewski, Amber
Associate Professor, Psychology

Gold, Darlene, Ph.D.
Associate Professor, English

Grossman, Richard
Professor, Reading

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Hinchcliff, Robin
Professor, English Speakers of Other Languages

Imo, ThankGod
Professor, Accounting

Jacob, James R., Ph.D.
Professor, Biology

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

CAREER COACH
more than a job

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Johnson, Kimari
Assistant Professor, English

Littell, Harry
Associate Professor, Photography

McCabe, T Paul
Insructor, English

McCabe, Timothy
Assistant Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Assistant Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moody, Frank (Bud)
Professor, Office Administration

Moore, Paula
Associate Professor, Nursing

Moose, Barbara
Assistant Professor, Nursing

Moser, Sandra
Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pasto, Linda
Professor, Nursing

Pastorello, Karen, Ph.D.
Professor, History

Piery, Miguel
Professor, Modern Languages

Powell, Marsha
Professor, Computer Forensics

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.
Professor, Psychology

Regula, Anna
Associate Professor, Reading

Sambolec, Eric, Ph.D.
Professor, Psychology

Sammis, Carol
Associate Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Professor, Nursing

Seager, Brandon

Instructor, Wine Marketing

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Associate Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Associate Professor, Hotel and Restaurant Management

Starmer, Ronald
Professor, English

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Testa, Paul
Professor, Construction Technology

Vande Berg, Travis, Ph.D.
Associate Professor, Sociology

Wendt, Donna
Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Wessell, Kelly, Ph.D.
Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

Accreditation

TC3 is fully accredited by the Board of Regents of the University of the State of New York and by the Commission of Higher Education of the Middle States Association of Colleges and Schools. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at TC3. Transfer credit is not calculated into a student's grade point average at TC3.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at TC3 as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at TC3.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at TC3 if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

effect individualized home instruction plan (IHIP) pursuant to section 100.10 of the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at TC3. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2015 Deadline: July 15

TC3 will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2015 Deadline: July 15

TC3 will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students who are on Repeat Suspension

Fall 2015 Deadline: May 15

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing

before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application.If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Life

With active clubs and organizations, a successful athletics programs, and more than 800 beds on campus, student life at TC3 is incredibly active. In addition to activities, you can also find information about transportation to and from campus, information about safety on campus, multicultural programs, and more.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

File Not Found Error

Tompkins Cortland Community College

The page you have requested cannot be displayed. Please choose from the following options:

Tompkins Cortland home page

myTC3 portal

Academic Catalog

Information directory

Other destinations with new locations

Campus Information

P.O. Box 139 · 170 North Street · Dryden, New York 13053
1.888.567.8211 — 1.607.844.8211

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

General Education

SUNY General Education

All Approved Courses

CRITICAL THINKING

TC3 graduates will:

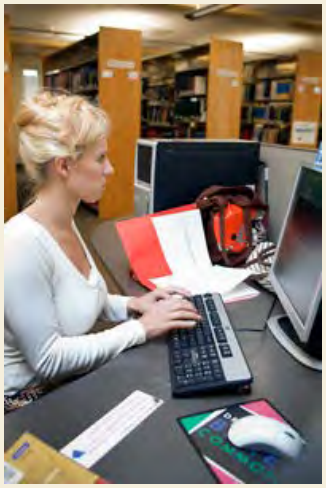
Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.



Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

TC3 graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

TC3 graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

TC3 Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

TC3 graduates will:
Begin to understand how their lives shape and are shaped by the complex world in which they live.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

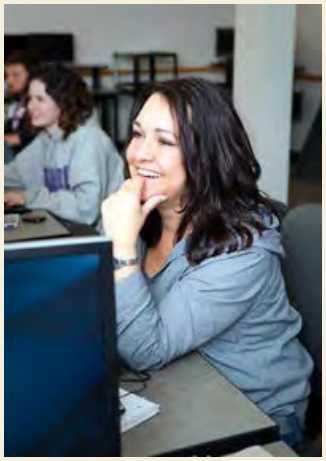
Honors College

A Community of Scholars

Requirements

PSYC 103

The TC3 Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.



Honors College Curriculum

The honors curriculum is available to students enrolled in a TC3 degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take honors sections of English composition, literature, sociology, and psychology. In some cases, these courses are included in program degree requirements. In other cases, honors courses will be taken in addition to courses required for a degree. Typically, students enroll in two of the four required honors sections in their first semester and the other two in their second semester. Class sizes will be limited to 20 students.

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at TC3. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community

Our Stories

Kelly Wessell
The place to teach
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Phi Theta Kappa

Phi Theta Kappa – an honor society

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

Member eligibility

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at the Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 credit hours or more. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Non-members participating in PTK activities

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK activities and meetings

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the TC3 chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

The TC3 chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy and the role of competition in education and the lives of students.

The TC3 chapter is also committed to many service projects, such as

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

organizing road side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and national Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK advisors

PTK advisors Kimari Johnson or Hal Brown g can be contacted at PTK@TC3.edu.

Once you receive your invitation from TC3

Membership fee

The membership fee is a one-time fee. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through graduation, transfer or other means.

You may be able to find help covering your membership fee. Please talk to one of the advisors for more information.

Financial Benefits of Phi Theta Kappa

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, applications for PTK sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at TC3 can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarship although any help with, participation in, and attendance at PTK events is always appreciated.

Induction

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College president, vice president and provost, and the dean of instruction. Chapter officers and advisors, often joined by faculty and members of the board of trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

Making the Most of your Membership

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will also provide information about national PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow interesting PTK members from TC3 and other colleges, and to get the most out of your school work!

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

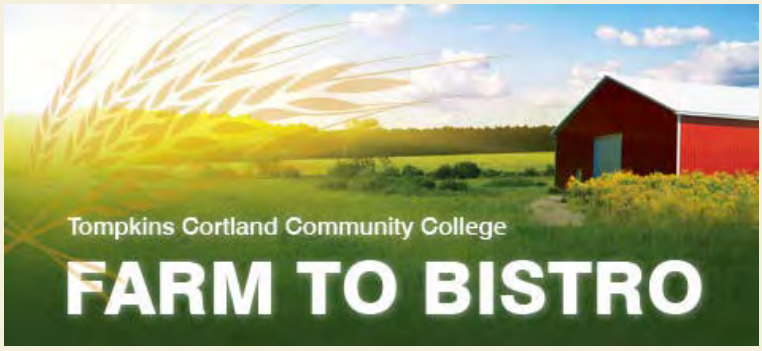
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

The Farm to Bistro concept

Tompkins Cortland Community College's innovative Farm to Bistro concept gives students hands-on experience in every aspect of the food-production system, as the College operates its own organic farm and supplying fresh, local produce to Coltivare, the College's downtown Ithaca culinary center.

The program supports four degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems which both started in 2014, as well as Wine Marketing and Hotel and Restaurant Management.

Farm to Bistro Programs

- Culinary Arts
- Sustainable Farming and Food Systems
- Wine Marketing
- Hotel and Restaurant Management

Support Farm to Bistro

Watch the Farm to Bistro video.

Filling a Need

The Farm to Bistro program is unique in our region, and addresses a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability is the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a

Our Stories

Derik Rich
A place to find yourself
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

human-scaled, local level. This dynamic field lab and classroom will also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from TC3's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3 Sustainability Literacy Program

Earn a special sustainability designation with any TC3 degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements
Requirements and approved electives (pdf)

Sustainability Efforts on Campus
Find out what faculty, staff and students are doing on campus

An Emerging Field
The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. TC3's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement TC3's associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements
To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Disney College Program

Note: This information is intended for current TC3 students. Students attending TC3 international partner schools should contact their school's international programs office for information about the TC3 Disney International College Program.

What is it?

A full-time paid internship at Walt Disney World in Orlando, Florida. Students can receive academic credit while building their resume working for a Fortune 100 company.

Who is eligible?

The program is open to all college students. At TC3, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact Melinda Slawson in the TC3 Global Initiatives office to discuss visa regulations.

What are TC3's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a TC3 faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from TC3, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many TC3 alumni have made careers

Our Stories

Rosanna Perez
Opening her mind
Full story

DR. LUCILLE S. BAKER COMMONS
Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

More than 20 different positions are available in Operations, Lodging, Food and Beverage, Retail/Sales, Recreation, and Entertainment. Students may be placed anywhere at the Walt Disney World Resort, including Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $9.00 to $9.43 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $79 to $109, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All TC3 Disney students have the option of enrolling in BUAD 261-Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the TC3 Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:

Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opporunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

TC3 online courses:

Students who are thinking about taking a TC3 online course in addition to BUAD 261 while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to TC3.

The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($79 to $109 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the TC3 Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the TC3 Disney application to the TC3 Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the TC3 WDW pre-departure meeting to be scheduled by the TC3 Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

TC3 Disney Program Coordinator
TC3 Room 214
607.844.8222, Ext. 4258
Email Coordinator

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3's Study Abroad

We Offer Faculty Led Trips

TC3 sponsors short term programs in several different countries. New programs are always in the works.

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Spanish and Anthropology

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Why Study Abroad?

You will travel to another country and experience its beauty and diversity.

You will experience an entirely new and unique culture up close.

You can complete up to two three-credit college courses.

International travel offers you the opportunity for profound change in an entirely new place.

You will have the EXPERIENCE OF A LIFETIME.

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Office of Global Initiatives at 607.844.8222, Ext. 4383, Room 230 for more information and to apply. Interested students should also speak to the faculty trip leader to learn about the program.

Information Sessions

Find out the essentials on each trip and what you need to do to make the chance to study abroad a reality.

Get Started

Meet with your Academic Advisor early to talk about where study abroad fits best in your academic program

Meet with a Faculty Trip Leader to get course details and learn more about the process

Make an appointment with a representative from TC3's Office of Financial Aid, room 201 as soon as you can

Apply for your passport (it takes several months)

Register for the appropriate course (In November for Spring, in April for Fall)

Begin to save your money! Apply for a Scholarship!

Submit all pre-departure documents ON TIME and

Attend mandatory Pre-Departure Orientations

NOTE: We may be able to provide information or make recommendations if you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many TC3 programs feature internship opportunities.

Internship options by degree program area

Business Administration

BUAD261: Walt Disney World College Program

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama

ENGL271: Writing Internship

Creative Writing-Screenwriting

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Office Management and Administration

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

>

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Accounting, requirements, career options

Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Visit Career Coach to explore career options related to:

- Accounting, A.S. degree
- Accounting, A.A.S. degree
- Accounting, Certificate

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Ithaca College
- Binghamton University
- University at Buffalo
- SUNY College at Cortland
- SUNY Oneonta
- SUNY Oswego
- SUNY Institute of Technology
- University of Texas San Antonio
- Empire State College

For specific transfer information, contact the Counseling, Career, and

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Transfer Services office.

Program Chair
Gary Ford
Professor (Accounting)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Certificate(s)

Biotechnology, requirements, career options

Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Visit Career Coach to explore career options related to:

- Biotechnology, A.S. degree
- Biotechnology, Certificate

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

- University at Buffalo
- Buffalo State College
- SUNY College at Cobleskill
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Jefferson School of Health Professions
- SUNY Upstate Medical University
- Rochester Institute of Technology

Our Stories

Marc Harrison
Inspiration at any age
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

For specific transfer information, contact the Program Chair.

Program Chair
James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At TC3, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.A.S.

Concentration

Radio, requirements, career options

Television, requirements, career options

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, a certificate in Business Management is offered for those intending to pursue or advance their employment opportunities in a business related occupation.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Business Management, requirements, career options

Online Degree and Certificate

All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the TC3 enrollment services center for specific information.

Career Opportunities

Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options

Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY Oswego
- Empire State College
- SUNY College at Fredonia
- Ithaca College
- SUNY College at Oswego

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

SUNY College at Oneonta

SUNY College at Brockport

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs

Larry Chase (A.A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.S. Degree)
Professor (Business)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at TC3. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Chemical Dependency Counseling, requirements, career options

Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Transfer Options

Our Stories

Crystal Sanchez
A career, not just a job
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- University of Phoenix
- SUNY College at Plattsburgh
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC
Professor (Human Services and Chemical Dependency Counseling)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree

The communication and media arts program is a transfer program that focuses on broadcast journalism. At TC3 you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S.

Emphasis
Broadcast Journalism, requirements, career options

Career Opportunities

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Computer Forensics*

(HEGIS: 5505)

A.A.S. Degree
More and more crimes are committed with the aid of computers. Whether they are used in the commission of the crime, as in email harassment or stalking, or used for keeping records of illegal activities such as gambling and embezzlement, the computer must be seized and analyzed. This degree program will help you learn how to provide a secure computer environment and learn techniques for collecting and analyzing computer-related evidence. You will be prepared for an entry-level position in a computer forensics lab, a member of a corporate security team that monitors and investigates suspicious activity, or to enter the law enforcement field. Requirements include a combination of criminal justice and computer technology courses to help you develop the skills needed to work in this growing field. An emphasis on social science coursework is included in the liberal arts and science credits. The remaining credits include courses such as Introduction to Criminal Investigation, SEarch and Seizure, and Economic Crime Investigation. Computer information systems courses will include operating systems and network designs. Intensive research skills will be developed throughout these courses. A dedicated lab provides hands-on experience with investigative tools and evidence gathering.

* This program is in the process of being discontinued and so will not be accepting new students. Please see related programs for other opportunities.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
The computer forensics A.A.S. degree will provide you with the necessary coursework to accept entry-level positions such as:

Computer systems technician responsible for implementing procedures/software to maintain a secure computer environment for a business/organization

Forensic examiner helping law enforcement obtain evidence to be used in court

Security staff member responsible for monitoring and supporting security systems

Computer support specialists/analysts and technicians are listed among the fastest growing occupations in both the Southern Tier (includes Tompkins and Tioga counties) and the Central Region (includes Cortland county).

Transfer Options
Four-year schools in New York State that offer bachelor's degrees in economic crime investigation and related fields include SUNY College of Farmingdale, Hilbert College, and Utica College. Additionally, Champlain College in Vermont has a computer forensics bachelor's degree that is offered on campus or online.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Marsha Powell
Professor (Computer Information Systems)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Information Systems

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Science

Computer Science

(HEGIS: 5101)

A.S. Degree
The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S.

Sequence
General, requirements, career options
Engineering, requirements, career options

Career Opportunities
Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options
Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree

As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options

While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology. Recent graduates have continued their education at:

Keuka College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Construction and Environmental Technology, requirements, career options

Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish TC3's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.

Concentration

Prose, Poetry, and Drama, requirements, career options

Screenwriting, requirements, career options

Certificate(s)

Creative Writing: Poetry and Prose, requirements, career options

Creative Writing: Screenwriting, requirements, career options

Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

TC3's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a TC3 screenwriter sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recentgraduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College
- New York University

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ron Starmer
Professor (English)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options
A.A.S., requirements, career options

Certificate(s)

Criminal Justice, requirements, career options

Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Campus Police.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

Alfred State
Buffalo State College
Cazenovia College
Hilbert College
John Jay College of Criminal Justice
Hartwick College
Wells College
University at Albany
Binghamton University
SUNY College at Brockport
SUNY College at Cortland
SUNY College at Oneonta
SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Culinary Arts

(HEGIS: 5404)

A.A.S. Degree

The Culinary Arts program teaches aspiring hospitality and culinary students the "farm-to-table" concept driving menus in some of the finest restaurants worldwide. Utilizing products from TC3's own organic farm as part of the College's innovative Farm to Bistro concept, students will be immersed in the practices of "gastronomy" as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College's downtown Ithaca culinary center Coltivare, complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer institutions include:

- Paul Smith's College
- Johnson & Wales
- SUNY College at Plattsburgh
- SUNY Oswego
- The Culinary Institute of America

For specific transfer information, contact the Program Chair.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
Email

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Digital Cinema

(HEGIS: 5606)

A.S. Degree

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios. Students may also choose (with instructor approval) to participate in the "Hollywood trip," a six-credit travel course that involves educational experiences on-site at television and film sets in Los Angeles.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University
- Temple University

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph.D.
Professor (Digital Cinema,Communication and Media Arts)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S.
Sequence
General, requirements, career options
Transfer, requirements, career options

Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
The early childhood A.A.S. sequence B degree prepares students for transfer to a bachelor's degree in early childhood education (birth - 2nd grade). Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis
Associate Professor (Early Childhood Education)

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Electrical Engineering Technology*

(HEGIS: 5310)

A.A.S. Degree, Certificate

A complex system of computers and electronics wires our world together. Industries are becoming more dependent on advanced technology and organizations of all kinds need men and women skilled in electronics. The program provides a solid background in analog and digital electronics and in microprocessor and computer programming. The A.A.S. degree prepares you for technician-level positions in research and development, product design, and manufacturing. It also provides a solid academic base for transfer to a four-year institution's bachelor of technology program.

* This program is in the process of being discontinued and so will not be accepting new students. Please see related programs for other opportunities.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Certificate(s)

Electrical Engineering Technology, requirements, career options
Electrical Engineering Technology Level I, requirements, career options
Electrical Engineering Technology Level II, requirements, career options

Career Opportunities

As manufacturers turn to electronics, both as an end product and as a means of controlling production processes, they must find men and women trained in electronics. Graduates of the electrical technology: electronics and computer systems degree program at TC3 fill the needs of these rapidly expanding local, national, and international companies. Recent graduates have found employment at Intertek Testing Services (ITS) Inc., Borg Warner Automotive, Cornell University, and Precision Filters, Inc.

Transfer Options

While the intent of this program is to prepare students for employment, this degree does provide a base for students considering transfer to four-year institutions to pursue a bachelor of technology degree. Recent graduates have continued their education at a four-year college or university for a Bachelor of Science in Electrical Technology degree (B.S.E.T). Transfer institutions include:

Alfred State

SUNY Institute of Technology

Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Janet Swinnich

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Professor (Physics, Electrical Engineering Technology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Engineering Science

(HEGIS: 5609)

A.S. Degree

Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at TC3 you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options

The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Institute of Technology
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair

Paul Testa
Professor (Engineering Science)
Email

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor (Economics/Business)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

invent. create.
See our Degree Programs

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Environmental Studies

(HEGIS: 5499)

A.S. Degree

Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Field Work

Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the TC3 campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities

A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options

The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kelly Wessell, Ph.D.
Professor (Biology)
Email

Our Stories

Kelly Wessell

The place to teach

Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Graphic Design

(HEGIS: 5499)

A.S. Degree

Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options

Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Keith Millman
Professor (New Media)
Email

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Spring 2015 Final Exam Schedule

May 11 - 15 (Monday - Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule
List By Courses: PDF
List By Instructor: PDF

For more information, contact the
Academic Records Office
607.844.8222, Ext. 4339

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Spring 2015

General Dates

Faculty Returns — January 15 (R)
Martin Luther King Day - College Holiday — January 19 (M)
Classes Begin — January 22 (R)
Mid-Winter Day - No Day or Evening Classes — February 27 (F)
Spring Break - No Day or Evening Classes — March 16-March 21 (M-A)
Spring Day - College Holiday — March 20 (F)
Prospective Student Open House — April 10 (F)
Mid-Semester Progress Reports Due — March 23 (M)
Registration Day - No Day Classes — April 16 (R)
*Final Exam Week — May 11 - 15 (M - F)
Classes End — May 15 (F)
Grades Due — May 18 (M)
Nursing Recognition Ceremony — May 19 (T)
Commencement — May 21 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 22 – May 15
last day to add — February 4 (W)
last day to drop — February 11 (W)
last day to withdraw W — April 2 (R)
last day to withdraw WP/WF — May 6 (W)

First 5-week classes
January 22 – February 25
last day to add — January 26 (M)
last day to drop — January 28 (W)
last day to withdraw W — February 11 (W)
last day to withdraw WP/WF — February 20 (F)

Second 5-week classes
February 26 - April 9
last day to add — March 3 (T)
last day to drop — March 5 (R)
last day to withdraw W — March 26 (R)
last day to withdraw WP/WF — April 6 (M)

Third 5-week classes
April 10 – May 15
last day to add — April 14 (T)
last day to drop — April 17 (F)
last day to withdraw W — May 1 (F)
last day to withdraw WP/WF — May 8 (F)

First 7 ½-week classes
January 22 – March 13
last day to add — January 28 (W)
last day to drop — January 30 (F)
last day to withdraw W — February 20 (F)
last day to withdraw WP/WF — March 9 (M)

Second 7 ½-week classes
March 23 – May 15
last day to add — March 27 (F)
last day to drop — April 1 (W)
last day to withdraw W — April 24 (F)
last day to withdraw WP/WF — May 8 (F)

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Late Start classes
February 26 – May 15
last day to add — March 6 (F)
last day to drop — March 12 (R)
last day to withdraw W — April 15 (W)
last day to withdraw WP/WF — May 8 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

[redacted]

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. The degree also benefits from TC3's innovative Farm to Bistro concept – the College will operate an organic farm adjacent to campus and provide produce to the College's downtown Ithaca restaurant and culinary center, Coltivare. TC3 is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, short courses including proctored exam for certification in Food Safety and Alcohol service from the National Restaurant Association known as SERVSAFE, round out the completion of the degree program. Individuals who are seeking these credentials are welcome to register for these classes.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Our Stories

Sam Trotman
Going 'everywhere'
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Career Opportunities
The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options
Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many TC3 Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the TC3 campus.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Associate Professor (Hotel & Restaurant Management)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Human Services, requirements, career options

Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith, Ph.D., LCSW-R, CASAC

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Professor (Human Services and Chemical Dependency Counseling)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

International Business

(HEGIS: 5001)

A.S. Degree

As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options

The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kevin Haverlock
Professor (Business)
Email

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

The Pathways Scholarship provides aid and support for adult students

PATHWAYS THERE IS MONEY FOR COLLEGE SCHOLARSHIP UP TO $7,000

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > International Studies

International Studies

(HEGIS: 2210)

A.S. Degree
Explore your role in the world's interconnected cultures and nations. TC3's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

Study Abroad for First-person Learning
All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.S., requirements, career options

Career Opportunities
Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Transfer Options
Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. TC3 students also frequently transfer to schools such as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tina Stavenhagen-Helgren
Professor (Anthropology)
Email

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Adult Learning at TC3

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer

Liberal Arts and Sciences: Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

TC3 offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.S.

Area

Adolescent Education (Teacher Education Transfer), requirements, career options

Childhood Education (Teacher Education Transfer), requirements, career options

Early Childhood Education (Teacher Education Transfer), requirements, career options

Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher

Our Stories

Jasmine Fields
An international education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

certification in childhood or early childhood education or in adolescence education:

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Associate Professor (Early Childhood Education)
Email

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences: General Studies

(HEGIS: 5649)

A.S. Degree, Certificate

Exploratory Studies Sequence

This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

In the first semester, all Exploratory Studies Sequence majors complete FSS 131 Self and World. This course is designed to introduce students to the intellectual, social, and practical aspect of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live.

Individual Studies Sequence

This program is designed with flexibility to meet the needs of a variety of students:

- those who have specific transfer plans including a four-year college and degree
- those interested in pursuing a teacher education degree
- those who need to complete prerequisites for the nursing program
- those who have a field of interest but are unsure of transfer plans
- those who have a significant number of college credits and would like to complete an associate degree

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S.

Sequence

Exploratory Studies, requirements, career options

Individual Studies, requirements, career options

Certificate(s)

Liberal Arts and Sciences – General Studies, requirements, career options

Transfer Options

Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Fredonia

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Hobart and William Smith Colleges
Ithaca College
Mansfield University
SUNY College at Cobleskill
SUNY College at Geneseo
SUNY College at Oneonta
SUNY College at Oswego
SUNY College at Plattsburgh
Portland State University
Syracuse University
University of Utah
Wells College
Western Kentucky University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences: Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bruce Need
Professor (English)
Email

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences: Math/Science

(HEGIS: 5649)

A.S. Degree

The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

Transfer Options

Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Nancy Putnam
Professor (Mathematics)
Email

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences: Social Science

(HEGIS: 5649)

A.S. Degree
The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.S., requirements, career options

Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options
Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair
Eric Sambolec, Ph.D.
Associate Professor (Psychology)
Email

Our Stories

Marc Harrison
Inspiration at any age
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences: Women & Gender Studies

(HEGIS: 5649)

A.S. Degree

Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options

Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Karen Pastorello, Ph.D.
Professor (History)
Email

Our Stories

Esther Williams
The thriving artist
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

New Media

(HEGIS: 5012)

A.S. Degree
The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-Rom, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.S., requirements, career options

Career Opportunities
As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options
The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
Email

Our Stories

Sam Trotman
Going 'everywhere'
Full story

Adult Learning at TC3

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

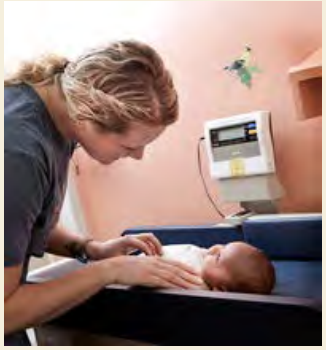
AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Nursing

(HEGIS: 5012)

A.A.S. Degree



Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

TC3's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Graduates have an excellent job placement record.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Oswego
- Keuka College
- Utica College

Our Stories

Holly McBean
Making her dream possible
Full story

invent. create.
See our Degree Programs

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

SUNY Upstate Medical University

Le Moyne College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Office Management and Administration*

(HEGIS: 5005)

A.A.S. Degree, Certificate
Strong office administrators and managers are the backbone of all organizations. Our degree program in office management and administration prepares you for a career as an assistant, administrative assistant, executive assistant, administrative support specialist, coordinator, office manager, or secretary. Students who have acquired technology skills through high school programs or by other means may qualify for advanced standing in certain subjects.

* This program is in the process of being discontinued and so will not be accepting new students. Please see related programs for other opportunities.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements

Certificate(s)
Executive Office Assistant, requirements, career options

Career Advancement
Graduates of this program are employed by firms such as Advertising Associates, Inc., Avinet, Inc., Cornell Federal Credit Union, Cortland Savings Bank, Cortland and Tompkins County Departments of Social Services, Deanco, Inc., George Junior Republic, Groton Nursing Facility, Innovative Dynamics, Inc., Ithaca College, J.M. Murray Center, Inc., P.W. Wood and Sons Insurance, Precision Filters, Inc., Tompkins Cortland Community College, Tompkins Trust Company, Wendcentral Corp., and WHCU/WYXL. Over the past two years, all graduates seeking employment found positions with 88 percent employed directly in office administration.

Transfer Options
Qualified graduates can pursue a bachelor's in science degree in vocational teacher preparation at SUNY College at Oswego.

For specific transfer information, contact the Program Chair, or Counseling, Career, and Transfer Services office.

Program Chair
Bud Moody
Professor (Office Administration)
Email

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Paralegal

(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Certificate(s)
Paralegal Studies, requirements, career options

Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College
- Syracuse University

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bob Sarachan
Professor (Paralegal)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images. Student work is on display at the Photography department site.

Digital Emphasis

In the digital emphasis, six courses use the computer as the primary creative tool. You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, the digital emphasis addresses the profoundly changing method of visual communication afforded by digital technology. You will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. The digital emphasis also provides a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

Fine Arts Emphasis

The fine arts emphasis approaches the study of photography as a fine arts activity and provides a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals. Each semester will include photography courses in a program that covers traditional techniques, digital technology, historical perspectives, contemporary ideas, and emphasizes artistic expression and creative image making.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S.
- Emphasis
  - Digital Emphasis, requirements, career options
  - Fine Arts Emphasis, requirements, career options

Career Opportunities

Digital Emphasis

The digital emphasis prepares students for the increasingly electronic environment that commercial creative work requires. Digital photography and the related methods of delivering visual content in electronic form are rapidly expanding. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging.

It is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

- Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.
- New media content production - multimedia - moving image and

Our Stories

Mick Thomas

Finding his 'Rhythm' at TC3

Full story

DR. LUCILLE S. BAKER COMMONS

Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

animation - web content production - media artist.

Fine Arts Emphasis
Photography is a profession that requires technical competence, creative artistic vision, and many varied interpersonal skills. Our program provides a broad introduction to the art and craft of image making. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist.

Transfer Options
This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the TC3 degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

University at Albany
Buffalo State College
Cornell University
SUNY College at Cortland
Ithaca College
SUNY New Paltz
SUNY College at Oswego
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Harry Littell
Assistant Professor (Photography)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Agencies offering Certification in Fitness/Personal Training

- American College of Sports Medicine
- National Academy of Sports Medicine
- American Council on Exercise
- National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potentail graduate transfer options include

- SUNY College at Brockport
- SUNY College at Cortland
- CUNY Brooklyn College
- Ithaca College
- Lock Haven University
- SUNY Morrisville State College

Program Chair

Patrick Mercer
Assistant Professor (Recreation)
Email

Our Stories

Derik Rich
A place to find yourself
Full story

Adult Learning at TC3

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree
Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.S., requirements, career options

Field Experience
Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options
Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Patrick Mercer
Assistant Professor (Recreation)

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Recreation: Recreation Leadership

Recreation: Recreation Leadership

(HEGIS: 5506)

A.S. Degree

Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Field Experience

Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and TC3's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities

Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options

The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Patrick Mercer
Assistant Professor (Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2014-2015)

Degree(s)

A.S., requirements, career options

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

TC3's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Institute of Technology
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
Email

Our Stories

Janita Moricette
From TC3 to TC3
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Sustainable Farming and Food Systems

(HEGIS: 5499)

A.A.S. Degree

[redacted]

The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on TC3's main campus and work closely with food retailers, restaurants, as well as the TC3 Eatery and the College's Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro concept.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Career Opportunities
This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kelly Wessell, Ph.D.
Professor (Biology)
Email

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Web & Mobile Application Design*

(HEGIS: 5103)

A.A.S. Degree
The rapid growth of the Internet has resulted in growing demand for qualified professionals to develop and support web applications. The field of web design has emerged as more and more businesses want to create an attractive presence and conduct business in cyberspace. The web design degree program allows you to focus your studies on acquiring the knowledge and skills for designing, creating, and maintaining functional, high profile dynamic web sites and web server administration. Students may be eligible to participate in internships throughout the degree program; however, internships are not a requirement of the program. Graduates will be qualified to accept entry-level positions as web page or site developers.

The web design program features coursework in programming languages, web server setup, server side programming and database integration and access. You will learn about the importance of visual design considerations and the integration of digital photography and dynamic media into web content. Web design graduates will:

- understand the principles and concepts of web site design
- understand the development of dynamic and data-intensive web applications
- be able to communicate effectively in written and oral presentations
- be able to use effective methods to solve site development problems

* This program is in the process of being discontinued and so will not be accepting new students. Please see related programs for other opportunities.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)
A.A.S., requirements, career options

Internship Opportunities
Students are eligible for internship (for the most part paid) as web developers at companies/organization such as Legal Information Institute (L.I.I.) at the Cornell Law School, Z95.5, Next Interactives, L.L.C.

Career Opportunities
The demand for people with web-related knowledge and skills is large and growing. The rapid adoption and integration of Internet technology by businesses has resulted in a growing need by local employers for college educated staff that can develop and support Internet and intranet applications. Graduates will be qualified for entry-level positions such as web designer, web page or site developer, webmaster, and web technician. Web Design graduates have been employed at firms such as Cornell University Press Relations, NetBiz Real Estate, and S-Go Consulting.

Transfer Options
While the intent of the program is to prepare students for immediate employment, graduates should be able to transfer to many four-year degree programs related to computer technology and/or new media. Recent graduates have continued their education at:

- SUNY Empire State College
- Champlain College

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tammy Smith
Professor (Web and Mobile Application Design)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate

[redacted]

A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- Hands-on experience through the College's Farm to Bistro concept. Wine Marketing students will get real-world experience pairing wines with meals at Coltivare, the College's downtown Ithaca restaurant and culinary center – supplied with fresh produce from the College's organic farm.
- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2014-2015)

Degree(s)

A.A.S., requirements, career options

Certificate(s)

Wine Marketing, requirements, career options

Internship Opportunities

Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities

The wine marketing program prepares graduates for careers in wine

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Brandon Seager
Instructor (Wine Marketing)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

Demo Course

See how an online course works before you register. You can also attend in-person or online course orientations once you register for an online course.

Demo course

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Benefits

The benefits of online learning go beyond mere convenience. You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by TC3 to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At TC3, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. TC3 is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Carrie Buchanan
A tradition of service
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Taking an Online Course

You should have received a letter from TC3 with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myPASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select myWEB COURSES link to enter online learning. You will be taken directly to each site without the need to sign in again.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

Blackboard is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

The student computer recommendation lists what will meet or exceed the hardware requirements.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

An error occurred on the server when processing the URL. Please contact the system administrator.
If you are the system administrator please click here to find out more about this error.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
CULI	Culinary ARts
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music
NURS	Nursing

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

OFFC	Office Management and Administration
PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Janelle Boyd
Her vision of success
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

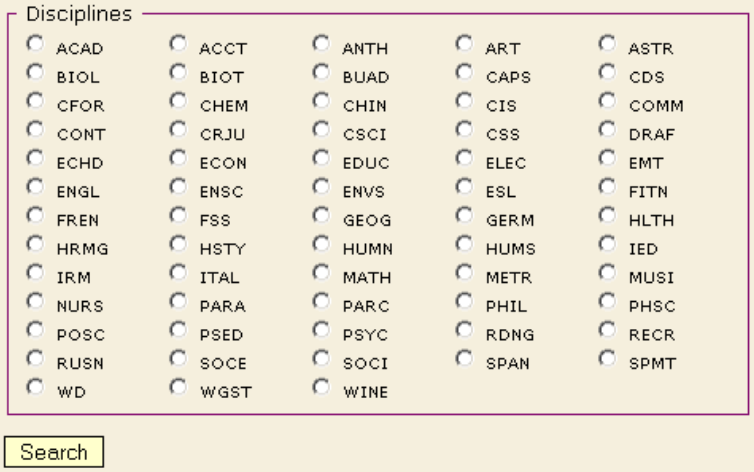
Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

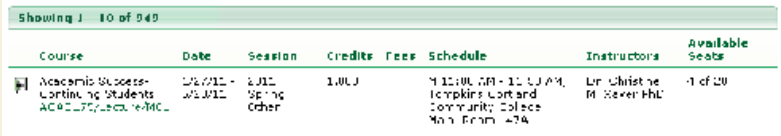
Know Your Emergency Exits



Section Search

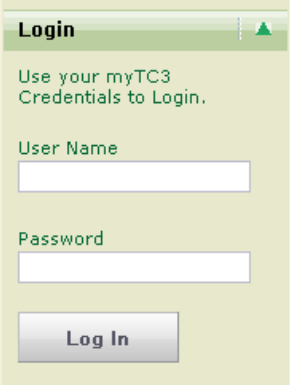
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available coures according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



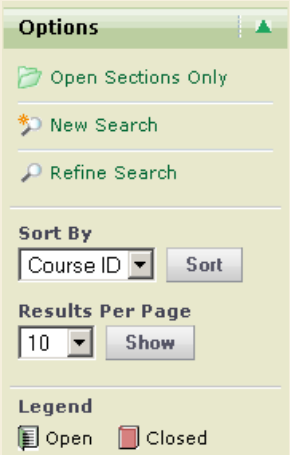
View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

Options



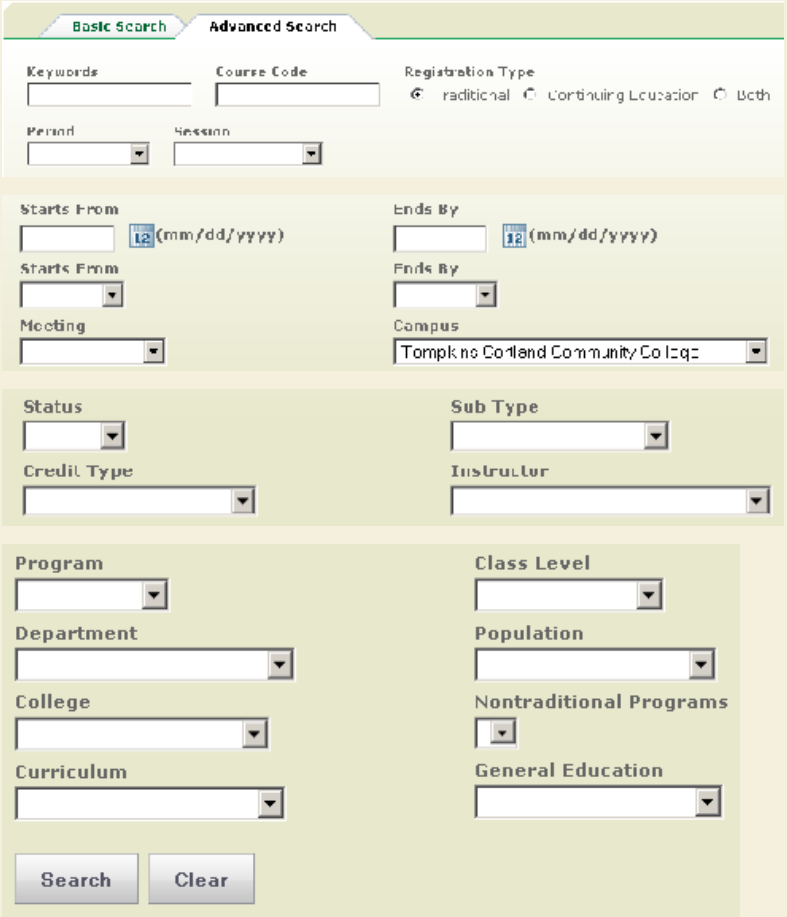
On the left side you will also find a tab for Options. You can adjust the

display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Advisement at TC3

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate TC3 program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 101. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 101 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Summer 2015

General Dates

Memorial Day - College Holiday — May 25 (M)
Classes Begin — May 27 (W)
No Classes in Session — July 2 (R)
Independence Day - College Holiday — July 3 (F)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 27 (W) - June 26 (F)
Last day to add — May 29 (F)
Last day to drop — June 2 (T)
Last day to withdraw "W" — June 15 (M)
Last day to withdraw "WP/WF" — June 24 (W)

Second Five Week Day Session
June 29 (M) – July 31 (F)
Last day to add — July 1 (W)
Last day to drop — July 7 (T)
Last day to withdraw "W" — July 20 (M)
Last day to withdraw "WP/WF" — July 29 (W)

Eight Week Session
May 27 (W) – July 21 (T)
Last day to add — June 2 (T)
Last day to drop — June 5 (F)
Last day to withdraw "W" — June 26 (F)
Last day to withdraw "WP/WF" — July 15 (W)

Ten Week Session
May 27 (W) – July 31 (F)
Last day to add — June 3 (W)
Last day to drop — June 8 (M)
Last day to withdraw "W" — July 6 (M)
Last day to withdraw "WP/WF" — July 24 (F)

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services
Policies and Procedures
Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Fall 2015

General Dates

Faculty Returns — August 19 (W)
Classes Begin — August 26 (W)
Labor Day - College Holiday — September 7 (M)
Early Student Progress Reports Due — September 25 (F)
Fall Break - No Day or Evening Classes — October 9-13 (F-T)
Fall Day (All College Retreat) — October 13 (T)
Prospective Student Open House — November 6 (F)
Registration Day - No Day Classes — November 12 (R)
Thanksgiving- No Day or Evening Classes — November 25-28 (W-A)
Graduate Recognition Ceremony — December 11 (F)
*Final Exam Week — December 14-18 (M-F)
Classes End — December 18 (F)
Grades Due — December 21 (M)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
August 26 – December 18
last day to add — September 9 (W)
last day to drop — September 16 (W)
last day to withdraw W — October 30 (F)
last day to withdraw WP/WF — December 7 (M)

First 5-week classes
August 26 – September 30
last day to add — August 28 (F)
last day to drop — September 1 (T)
last day to withdraw W — September 16 (W)
last day to withdraw WP/WF — September 25 (F)

Second 5-week classes
October 1 – November 9
last day to add — October 5 (M)
last day to drop — October 7 (W)
last day to withdraw W — October 26 (M)
last day to withdraw WP/WF — November 4 (W)

Third 5-week classes
November 10 – December 18
last day to add — November 13 (F)
last day to drop — November 17 (T)
last day to withdraw W — December 4 (F)
last day to withdraw WP/WF — December 11 (F)

First 7 ½-week classes
August 26 – October 20
last day to add — September 1 (T)
last day to drop — September 3 (R)
last day to withdraw W — September 25 (F)
last day to withdraw WP/WF — October 14 (W)

Second 7 ½-week classes
October 21 – December 18
last day to add — October 27 (T)
last day to drop — October 30 (F)
last day to withdraw W — November 23 (M)
last day to withdraw WP/WF — December 11 (F)

Late Start classes

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

October 1 – December 18
last day to add — October 14 (W)
last day to drop — October 19 (M)
last day to withdraw W — November 17 (T)
last day to withdraw WP/WF — December 11 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Winter 2016

General Dates

Classes Begin — December 21 (M)
Campus Holiday Break begins — December 24 (R)

PLEASE NOTE: Winter session classes are in session via Blackboard while the campus is closed during holiday break.

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Campus Holiday Break ends — January 4 (M)
Martin Luther King Day - College Holiday — January 18 (M)
Classes End — January 22 (F)
Final Grades due — January 25 (M)

Session Specific Dates

December 21 (M) - January 22 (F)
Last day to add — December 22 (T)
Last day to drop — December 23 (W)
Last day to withdraw "W" — January 8 (F)
Last day to withdraw "WP/WF" — January 19 (T)

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Spring 2015
- Summer 2015
- Fall 2015
- Winter2016
- Spring 2016
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Spring 2016

General Dates

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Martin Luther King Day - College Holiday — January 18 (M)
Faculty Returns — January 21 (R)
Classes Begin — January 27 (W)
Early Student Progress Reports Due — February 26 (F)
Mid-Winter Break - No Day or Evening Classes — March 3-4 (R-F)
Mid-Winter Day - No Day or Evening Classes — March 3 (R)
Spring Break - No Day or Evening Classes — March 21-March 26 (M-A)
Spring Day - College Holiday — March 25 (F)
Prospective Student Open House — April 8 (F)
Registration Day - No Day Classes — April 13 (W)
*Final Exam Week — May 16-20 (M - F)
Classes End — May 20 (F)
Grades Due — May 23 (M)
Nursing Recognition Ceremony — May 24 (T)
Commencement — May 26 (R)

Session Specific Dates

15-week classes
January 27 – May 20
last day to add — February 9 (T)
last day to drop — February 16 (T)
last day to withdraw W — April 6 (W)
last day to withdraw WP/WF — May 10 (T)

First 5-week classes
January 27 – March 1
last day to add — January 29 (F)
last day to drop — February 2 (T)
last day to withdraw W — February 16 (T)
last day to withdraw WP/WF — February 25 (R)

Second 5-week classes
March 2 - April 15
last day to add — March 8 (T)
last day to drop — March 10 (R)
last day to withdraw W — March 31 (R)
last day to withdraw WP/WF — April 11 (M)

Third 5-week classes
April 18 – May 20
last day to add — April 20 (W)
last day to drop — April 22 (F)
last day to withdraw W — May 6 (F)
last day to withdraw WP/WF — May 13 (F)

First 7 ½-week classes
January 27 – March 18
last day to add — February 2 (T)
last day to drop — February 4 (R)
last day to withdraw W — February 25 (R)
last day to withdraw WP/WF — March 14 (M)

Second 7 ½-week classes
March 28 – May 20
last day to add — April 1 (F)
last day to drop — April 6 (W)
last day to withdraw W — April 28 (R)
last day to withdraw WP/WF — May 13 (F)

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Late Start classes
March 2 – May 20
last day to add — March 14 (M)
last day to drop — March 17 (R)
last day to withdraw W — April 22 (F)
last day to withdraw WP/WF — May 13 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Tuition and Fees

More Information

Tuition and fees

Information about payment

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

Accident Insurance – Mandatory

Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of “AW” will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Scholarships

One of the TC3 Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the TC3 Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Support Services

The Dr. Lucille S. Baker Commons is home to TC3's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College(TC3), with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

TC3 may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

TC3 has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires TC3 to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want TC3 to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

2. The right to request amendment of his/her education records. A student may ask TC3 to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by TC3 in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom TC3 has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of TC3's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by TC3. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the TC3 Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The TC3 Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by TC3 to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about TC3's policies, contact
Jane F. Hammond, Associate Dean for Curriculum
and Academic Records, hammonj@tc3.edu or 607-844-8211 Ext. 4459.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------
* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).		

Grade Notations

W - Withdrawal:
The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:
The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP,

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

and WF deadline dates. Check the semester calendar for details.

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by TC3 that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by TC3 from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses: within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Mid-Semester Performance Indicators

Mid-semester performance indicators are provided by the instructor in each 15-week course to provide the student an approximate assessment of course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the start of the eighth week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Good to High Achievement	S+
Satisfactory Achievement	S
Below Satisfactory Achievement	S-
Unsatisfactory Achievement/Failing	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits Average (GPA)	Minimum Grade Point
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards
Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day

Our Stories

Carrie Buchanan
A tradition of service
Full story

Adult Learning at TC3

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

before classes begin for the semester. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and successfully completing 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with a Student Success Advisor, complete and file a Student Success Plan and register for classes no later than the day before classes begin for the semester; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer session. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Special permission may be granted by the Office of Student Success and Advisement Services for students to register for summer coursework while academically suspended. Criteria and procedures can be obtained from that office.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer terms. Readmission to the College after repeat suspension is based on reinstatement policies.

Committee on Academic Status

Students who have been academically suspended may request permission to enroll while suspended from the Committee on Academic Status. Procedures and requirements for the request can be obtained from the Office of the Provost. Students are strongly encouraged to appear in person before the committee to present their request, but are not required to do so. If the request is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file a request to enroll only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Reinstatement After Second Academic Suspension

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost. Application for readmission must be received by May 15 for fall reinstatement and October 1 for spring reinstatement.

The Committee on Academic Status has the right to approve or deny a student’s application. If the request for readmission is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility
To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount
Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 GPA credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 GPA credit hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 GPA credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to

the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 15 or more GPA credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Rights and Responsibilities

TC3 is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the TC3 community.

Everyone at TC3 – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, TC3 students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in TC3 Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Statement of Academic Integrity Policy
Violation of Academic Integrity Policy
Attendance Policy
Classroom Behavior
Grade Challenge
Disability-Related Accommodation
Computer Resources Use Protocol

Non-Academic Policies and Regulations

Non-Academic Code of Conduct
Non-Academic Code of Conduct Violation Hearing Process
Policy Against Discrimination and Harassment
Other Student Grievances
Weapons on Campus
Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
Hazing Prevention
Bias Crimes Prevention
Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention
Maintenance of Order Policy
Victim's Rights

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The TC3 Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates TC3's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Bethony, Danielle

Associate Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Background

Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty at TC3 in June 1969.

Email Professor Bickford

Our Stories

Linda Pasto
Partners in possibility
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Cambridge, Joseph

Professor, English

B.A. and M.A., SUNY at Albany

Email Professor Cambridge

Our Stories

Linda Pasto
Partners in possibility
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

Biography

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction. The privilege of working and learning with community college students for 20 in small and friendly classes has extended and enriched her commitment to social justice and equity in education. Each day, her admiration and respect for TC3 students and their stories deepen. She thinks this is the "best job" in the world, and she welcomes you to learn with her.

Awards

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Highlight key published works

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at TC3.

Special TC3 projects

Jeanne frequently collaborates with other teachers at TC3, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

Email Professor Cameron

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3.biz Link to Success

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Cartagena, Milagros

Associate Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Cerretani, Susan

Associate Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Email Professor Cerretani

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Ensign, Mary Ellen

Assistant Professor, Mathematics

Email Professor Ensign

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background
Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the TC3 teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards
2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special TC3 projects
Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Janelle Boyd
Her vision of success
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Ford, Gary

Associate Professor, Accounting

B.A., University of Alaska, Anchorage
M.S., SUNY Institute of Technology, Utica, Rome

2003 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Ford

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

2013 Best Director, *Prodigy*, Knickerbocker Film Festival in Albany

Background

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Buffalo Niagara Film Festival, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, and the Williamsburg Independent Film Festival.

Special TC3 projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Georgiakaki, Sophia

Assistant Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching

Email Professor Georgiakaki

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Gilewski, Amber

Associate Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background
Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Assistant Professor of Psychology at TC3, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other TC3 activities
Active Minds Club Advisor, Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project, Successful Teaching Conference

Email Professor Gilewski

Our Stories

Carrie Buchanan
A tradition of service
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Gold, Darlene, Ph.D.

Associate Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Marc Harrison
Inspiration at any age
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to TC3 in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for TC3 college credit.

Awards

2009-10
Distinguished Faculty Liaison – TC3 CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Delhi
SUNY Delhi bachelor’s degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Email Professor Hallisey

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Hinchcliff, Robin

Professor, Chair of English as a Second Language (ESL) Department

B.A., Kirkland College
M.S., Elmira College

2003 Trustees' Award for Excellence in Adjunct Teaching

Background

Robin has been the chair of the ESL department since 2006, and has worked at TC3 since 1997. With a B.A. from Kirkland College and her M.S. Ed. From Elmira College, Robin brings a strong history of teaching excellence and community involvement to our global team. She is the academic advisor for all enrolled ESL students.

Email Professor Hinchcliff

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Imo, ThankGod

Professor, Accounting

B.S., M.P.A., Jackson State University

Professor ThankGod O. Imo has been an educator of accounting and business for more than twenty years in the United States. He has taught at the Mary Holmes College, West Point, Mississippi, and the East Mississippi Community College, Mayhew, Mississippi. He is a member of the New York State Society of Certified Public Accountants (NYSSCPA), the American Accounting Association (AAA), and the Teachers of Accounting at Two-Year Colleges (TACTYC). He is also involved with the Study Abroad TROIKA program, a joint program involving the Santa Fe Community College and the Muscatine Community College and recently led a group of students on the Study Abroad program, sponsored by Drohobych Pedagogical University, to Ukraine.

Professor Imo has been listed among the *Who's Who Among American Teachers*, has been on *Outstanding Faculty of the Year* honoree, and has received a *Faculty, Excellence in Teaching Award* in the past. He is currently a Professor, and the Chair of the Accounting program, at Tompkins Cortland Community College, Dryden, New York

Email Professor Imo

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Jacob, James R., Ph.D.

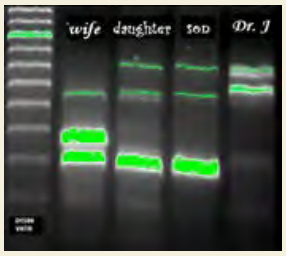
Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service 2010

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.



Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application.

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at TC3 that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science degree the student may transfer to a bachelor degree program.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Johnson, Kimari

Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Littell, Harry

Associate Professor, Photography

A.A.S., Rochester Institue of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Email Professor Littell

Our Stories

Janelle Boyd
Her vision of success
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

McCabe, T Paul

Instructor, English

Email Professor T Paul McCabe

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

McCabe, Timothy

Associate Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TC3.biz Link to Success

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Background

Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined TC3 as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Email Professor McMinn

Our Stories

Dryden Mutual
Mutual benefit
Full story

Adult Learning at TC3

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Mercer, Patrick

Assistant Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Mercer

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at TC3 for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Millman, Keith

Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

Email Professor Millman

Our Stories

Esther Williams
The thriving artist
Full story

Adult Learning at TC3

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Moody, Frank (Bud)

Professor, Office Administration

B.S. Northern Michigan University
M.S., SUNY at Oswego

Email Professor Moody

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Moore, Paula

Assistant Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Moose, Barbara

Assistant Professor, Nursing

Degrees

Email Professor Moose

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Moser, Sandra

Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Janelle Boyd
Her vision of success
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

Scott teaches Introduction to Criminal Justice, Criminology, Juvenile Delinquency, and Criminal Investigation, and also oversees the Program Internship.

Awards
2005 Chancellor's/Trustees' Award for Excellence in Teaching
2004 National Drug Court Institute, U.S. Justice Department Planning and Training Initiative
Numerous Civic and Community Certificates of Appreciation for Community Involvement

Background and Projects
Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation. Scott began at TC3 in 1993 and currently chairs the Criminal Justice Program. He routinely is contacted and interviewed by the media concerning crime and criminals and assisted a local agency with a comprehensive jail study. Scott was recently selected by a New York City film producer for participation in a documentary film about ex-offenders and hurdles they face reintegrating into society. The film also focused upon challenges in education. Other film participants included the President of John Jay College of Criminal Justice, a Columbia University researcher and field professionals from prominent New York City agencies. Scott is also active in the Criminal Justice Educator's Association of New York State and is a regional Vice President on its board.

Email Professor Ochs

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

SGA
Tompkins Cortland Community College

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Pasto, Linda

Professor, Nursing

B.S. and M.S., Syracuse University College of Nursing
B.S., Syracuse University College of Human Development

NEA Foundation Award for Teaching Excellence, 2002
2007 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Pasto

Our Stories

James Jacob
Family DNA Portraits
Full story

CAREER COACH
more than a job

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

Email Professor Pastorello

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Adult Learning at TC3

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Piery, Miguel

Professor, Modern Languages

M.P.S., Cornell University

Email Professor Piery

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Powell, Marsha

Professor, Computer Information Systems

B.S. and M.S., SUNY College at Cortland

2004 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Powell

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Sam Trotman
Going 'everywhere'
Full story

SGA Tompkins Cortland Community College

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at TC3 and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Whereever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Regula, Anna

Associate Professor, Reading and Study Skills

B.S., M.S.Ed., SUNY College at Cortland

Email Professor Regula

Our Stories

Blaze Sanders
Big dreams
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Sambolec, Eric, Ph.D.

Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Sammis, Carol

Associate Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Email Professor Sammis

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., M.S., Binghamton University
Ph.D., Binghamton University

Email Professor Schmidt

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Seager, Brandon

Instructor, Wine Marketing

Degrees

Email Professor Seager

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

Kim Sharpe graduated with a bachelor's degree in nursing from Hartwick College in Oneonta, N.Y.

She then started her career at Memorial Sloan Kettering Cancer Center in New York City. She was a nurse manager of an oncology unit in Orlando, Fla., before she moved back to this area. She worked in the ICU at Upstate Medical Center in Syracuse before changing to become a nurse case manage at Aetna Insurance for a few years.

She obtained her master's degree in nursing from Syracuse University and then taught at Crouse Hospital School of Nursing for 10 years before coming to TC3. She currently works per diem as an RN at Hospicare along with her position as department chair and professor here at TC3.

Email Professor Sharpe

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Sheldon, Mary

Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Ben Currens
More than you might expect
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Smith, Joseph L., Ph.D., LCSW-R, CASAC

Chair, Professor, Human Services and Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor. Dr. Smith practices part time in Syracuse, NY. Additionally, Dr. Smith teaches as an adjunct instructor in the graduate social work program at Syracuse University.

Dr. Smith has served as a Research Advisor in the MSW Program at Smith College School for Social Work in Northampton, MA. Also, he has worked as a trainer and consultant for the NYS Office of Alcoholism and Substance Abuse Services. Dr. Smith participates actively in scholarly activities including presentation and publication.

Dr. Smith is an experienced online educator, and has proficiency with distance learning, curriculum development, quality improvement, and assessment.

Email Professor Smith

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

Rosanna Perez
Opening her mind
Full story

SGA
Tompkins Cortland Community College

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Stafford, Susan

Associate Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management and Culinary Arts Degree Programs at Tompkins Cortland Community College, a SUNY community college. She has been instrumental in the development of TC3's Farm to Bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

She has served as hotel inspector for Condé Nast Publications; specifically, Johansen's Guide to Luxury Hotels, including inspection of independent luxury properties in New York, Pennsylvania, and Ontario, Canada. Stafford also was an owner, partner, and vice president of Hospitality International Executive Search, recruiting and reorganizing operational staff for a list of clients that included most major hotel, restaurant, and food service companies nationally and some operations internationally.

Prior to those positions, Stafford had a range of experience, which included progressive management position with Interstate Hotels (Marriott), Holiday Inns, and Hilton. She also has conference services experience with Travel Trade Publications and Bonnie Walsh Associates.

As a full-time faculty member and department chair at Tompkins Cortland Community College, Stafford is responsible for teaching duties, as well as curriculum development, regional and global education partnerships, enrollment, continuing education, and industry outreach. To that end, she has developed collaborative training programs with Tompkins County Tourism & NYS Hospitality & Tourism Association. She has served and participated in the SUNY Hospitality Consortium; NYS Wine & Culinary Two Year College Consortium, helped to develop a collaboration with Niagara University and others to create transfer opportunities for TC3 students; welcomed eight Fulbright Scholarship Students from five developing countries to study within TC3's Hotel and Restaurant degree program; and taught in the Global Disney College Program. She travels annually with students to Italy for their Culture & Cuisine class.

Stafford has travelled to Turkey, Peru, Italy, France, and Croatia to solidify relationships with university partners worldwide focusing on international hospitality, wine, and culinary training with the goal of broadening opportunities for TC3 students and our area businesses in the global marketplace.

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Stafford earned her Bachelor of Science in Hotel and Restaurant Administration from Niagara University, and her Master of Science in Adult Education and Human Resources Training from Elmira College. She also earned an Associate of Applied Science in Hotel Technology from SUNY at Canton. She lives in Homer, N.Y., with her husband of 25 years, Doug. They enjoy their time on the St. Lawrence River and they have three children and a golden retriever, Molly.

Email Professor Stafford

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Starmer, Ronald

Professor, English

A.S., Tompkins Cortland Community College
B.A., Syracuse University
M.A., SUNY College at Cortland

2007 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Starmer

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

2000 Trustees' Award for Excellence in Adjunct Teaching

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Derik Rich
A place to find yourself
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at TC3 since August of 1983.

At TC3, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at TC3.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to their studies, work, and lives.

Email Professor Swinnich

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

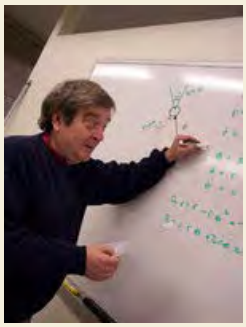
Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Associate Professor, Sociology

B.A., Central College
M.A., Ph.D., Loyola University

Email Professor Vande Berg

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Wendt, Donna

Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Email Professor Wendt

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Wessell, Kelly, Ph.D.

Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Awards

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Wessell

Our Stories

Kelly Wessell

The place to teach

Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Carrie Buchanan
A tradition of service
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Kimari
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McMinn, Glenna
Mercer, Patrick
Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moose, Barbara
Moser, Sandra

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. TC3, as it's known, is part of the State University of New York system (SUNY).

Chris brings to TC3 a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At TC3, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Julianna Johnson
A life-changing education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Seager, Brandon
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Honors College

PSYC 103, Introduction to Psychology Honors Option

Welcome to the Spring 2011 semester at TC3. If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Successful completion means earning a minimum grade of 85 out of

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tc3.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 101.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Why Support Farm to Bistro?

Put simply, there is a need for trained agriculture and culinary professionals in our area.

And there is no other initiative like this in our region.

The future of food is LOCAL.

The future of hospitality is PROFESSIONAL.

The future of education is EXPERIENTIAL.

Be a partner with the FUTURE.

Support the Farm to Bistro concept at TC3

Contact

Julie Gerg
TC3 Foundation, Inc.
607.844.8222, Ext. 4401
JEG@TC3.edu

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Ireland: Literature & History

Experience the Literature and History in the Land of Stories

Study the rich literature and history of Ireland, home to triumphs, tragedies, and a cultural heritage with profound influence on the U.S. and the world at large.

Date: January 2015 (specific dates to follow)

Cost: Approximately $2,400

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Spanish and Anthropology
- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Program Cost Includes

- 14 overnight stays in modern youth hostels
- Round trip airfare
- Transportation to JFK Airport and in-country
- Breakfasts
- Entrance/admission to all attractions
- Insurance (mandatory)

This amount does not include passport fees, vaccination costs, lunch and dinner, tuition, any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 minimum for personal spending and other meals.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Scholarships

Information on scholarships and other possible funding sources for TC3 students is available in the Office of Global Initiatives, room 230.

Course Offered

English 250, Field Studies in Literature, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Kimari Johnson | Professor of English
Kimari teaches the Field Studies in Literature course and has traveled extensively. She also is especially fond of
Irish Literature. Contact Kimari at 607.844.8222, Ext. 4332, or by Email.

John Sheehan
John teaches the History of Ireland course, as well as other Liberal Arts courses at TC3. He has traveled with TC3 students to Ireland for the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Looking for Adventure?
Come with us to Nicaragua this winter!

Be part of a team that delivers care to very underserved populations on the Atlantic Coast of Nicaragua.

Date: January 2015

Cost: Approximately $1,800

An additional cost is your round trip ticket to Managua, Nicaragua.

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Spanish and Anthropology

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

14 nights of accommodations in hotels and hostels
Food and water supplies
Transportation to JFK and in country
Insurance (mandatory)

This amount **does not include** airfare, passport and visa fees, vaccination costs, tuition, any applicable baggage-handling feeds imposed by the airlines orentrance/exit taxes.

Note: Estimated $300 for personal spending.

Activities

This is service learning at its best! Join our team for a full cultural immersion in health practices and beliefs. Participate in clinics, travel by boat to remote villages, observe clinical care in a hospital setting, assess children in an orphanage, practice Spanish and Miskito languages, visit historic sites in capital city of Managua, and shop in the diverse market in Masaya. The goal of this service learning course is to provide students with a full cultural immersion in history, culture, and healthcare in a developing country. Through participation in actual healthcare clinics, students will be exposed to the disparities and the functioning of a third world healthcare system. Using focused areas of interest, students will be placed in a variety of settings to gain a more complete understanding of the culture from the indigenous peoples' perspectives.

Scholarships

Information on scholarships and other possible funding sources for TC3 students is available in the Office of Global Initiatives, room 230.

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Course Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore

RN, CNM, MSN, teaches the international health on-site as well as many other nursing courses at TC3. She has been traveling and teaching the Nicaragua service learning trip to TC3 students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by Email.

Milagros Cartagena

RN, MSN, has been an assistant professor of nursing at TC3 for the past five years, a nurse for 25 years, and a clinical instructor for the past 10 years. As a Puerto Rican native she is fluent in Spanish and is passionate about international healthcare and the opportunity to support student's experience abroad. Contact Milagros in room 241, at 607.844.8222, Ext. 4443, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Seville, Spain: Spanish and Anthropology

Intensive Spanish on-site in Seville

Date: May 2015
Cost: $2600

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Spanish and Anthropology

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

All overnight stays in home-stay settings

Entrance/admission to all attractions

Three meals per day

Transportation to all activities

Insurance (mandatory)

This amount does not include airfare, passport and visa fees, vaccination costs, tuition, customary gratuities, any applicable baggage-handling fees imposed by the airlines, or entrance/exit taxes.

Activities

Travel to Seville, Spain, a beautiful medieval yet modern city with a cosmopolitan European undercurrent. Students will be immersed in the language, culture, and society of Spain through home-stay accommodations.

Spanish language classes will be conducted on-site by TC3 faculty, allowing students to expand upon their day-to-day interactions.

The trip itinerary also includes excursions to healthcare settings, beautiful parks, museums, restaurants, numerous cultural centers, and an optional weekend trip to Portugal.

Scholarships

Information on scholarships and other possible funding sources for TC3 students is available in the Office of Global Initiatives, room 230.

Course Offered

SPAN 101 (Beginning Spanish I)
Occupational Spanish Study Abroad

ANTH 260 (Culture Survey for Study Abroad)
Culture and Survey Study Abroad

Instructors

Miguel Piery
is an associate professor of modern languages at TC3 and a native of Argentina who has traveled extensively throughout Europe and Latin America. Associate professor Piery has been leading study abroad trips at TC3 for many years and loves sharing culture and language with his

Our Stories

Derik Rich
A place to find yourself
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

students. Contact Miguel by calling 607.844.8222, Ext. 4296, or by Email.

Paula Moore
is an associate professor of Nursing at TC3 and has led TC3's Nicaragua healthcare on-site January course for the past four years. Professor Moore has a passion for service learning and supporting student immersion in new cultures internationally. Contact Paula by calling 607.844.8222, Ext. 4232, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Colombia - Ecology and History

See the Amazon and the Andes.

Date: May 19 - June 3, 2015

Cost: $3500

Open to all TC3 students. Limited space available. Registration is by permission only.

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Spanish and Anthropology
- Colombia: Tropical Ecology and History
- Italy: Culture & Cuisine

Program Cost Includes

14 nights in local hostels/hotels

Round trip airfare

All local transportation and guide fees

All entrance and admission fees to any attractions and/or events

14 meals (one meal a day)

HTH International Insurance (mandatory)

Does Not Include

Passport and Visa Fees

Vaccination costs

Any applicable baggage handling fees imposed by the airlines

Any entrance or exits taxes into/out of the destination country

Additional meals

Personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

Our Stories

Derik Rich
A place to find yourself
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Activities

This course explores the diversity of Colombian landscapes and cultures. We will begin in the city of Cali, one of the major economic and industrial centers of the country. From there, we will explore the cloud forests of the Central Andes by horseback, canoe the flooded forests of the Amazon, and snorkel or scuba dive among the Caribbean reefs. Throughout the trip, we will focus on the intersection of environment and culture in order to enrich our understanding of this diverse country.

[redacted]

Scholarships

Information on scholarships and other possible funding sources for TC3 students is available in the Office of Global Initiatives, room 230.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an aquatic ecologist who has co-led this trip since its inception four years ago. He is a dedicated teacher and an enthusiastic advocate for tropical ecosystem conservation. Contact Kelly by calling 607.844.8222, Ext. 4235 or by Email.

Dr. David Flaten
is interested in the dynamic history of modern Colombia, working to integrate student understanding of the human and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Italy: Culture & Cuisine

Date: June 2015
Cost: TBA

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Spanish and Anthropology

Colombia: Tropical Ecology and History

Italy: Culture & Cuisine

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Health insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 101.

Activities

Arrive in Rome for orientation and sightseeing. Travel north through the countryside to Tuscany, then on to Florence, all while exploring the culture, art, artifacts, and architecture of Italy. Experience hands-on cooking and wine

Our Stories

Kelly Wessell
The place to teach
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

classes taught by world-class Italian chefs and instructors from the Apicius International School of Hospitality. Stroll the local farm markets, and learn how the “Mediterranean diet” has sustained the people of Italy and become an international phenomenon.

Scholarships

Information on scholarships and other possible funding sources for TC3 students is available in the Office of Global Initiatives, room 230.

Course Offered

HRMG 220, 3 credits
International Culture and Cuisine

ANTH 260, 3 credits
Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management and Wine Marketing Programs at TC3. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 112, at 607.844.8222, Ext. 4720 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD202, Business Law II*	3	Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better is required in ENGL 100 and all ACCT and BUAD courses.

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Elective: Select courses that satisfies one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS, CAPS Elective1	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ACCT120, Accounting on Microcomputers*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT203, Intermediate Accounting I*	4	Sp, Su, Fa, Wi
ACCT207, Income Taxation*	4	Sp, Su, Fa, Wi
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
ECON, ECON Elective1	3	Sp, Su, Fa, Wi
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ACCT204, Intermediate Accounting II*	4	Sp, Su, Fa, Wi
ACCT205, Cost Accounting*	4	Sp, Su, Fa,

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100 and all BUAD and ACCT courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Accounting

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ACCT203, Intermediate Accounting I*	4	Sp, Su, Fa, Wi
ACCT204, Intermediate Accounting II*	4	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or ECON Elective**	6	Use Schedule Search for electives
▶ **Restricted Elective(s)**	7	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

A "C" or better grade in all ACCT courses.

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Linda Pasto
Partners in possibility
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su, Fa, Wi
BIOT101, Introduction to Biotechnology	1	Sp, Su, Fa, Wi
CAPS, CAPS Elective1	1	Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL216, General Microbiology*	4	Sp, Su, Fa, Wi
CHEM102, Principles of Chemistry II	4	Sp, Su, Fa, Wi
OR CHEM108, General Chemistry II		Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
BIOL201, Human Anatomy and Physiology I	4	Sp, Su, Fa, Wi
OR BIOL205, General Genetics		Sp, Su, Fa, Wi
OR BIOL211, Ecology		Sp, Su, Fa, Wi
OR BIOL220, Cell Biology		Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques	1	Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques	1	Sp, Su, Fa,

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
CHEM205, Organic Chemistry I	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BIOT295, Biotechnology Seminar	3	Sp, Su, Fa, Wi
►**Business Administration Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A “C” or better grade is required in ENGL 100, BIOL 104 and BIOL 216.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Restricted Elective: Any BUAD course to be selected in consultation with the student’s advisor.

SUNY GEN ED restricted elective: Select from two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

Required Courses-2BT

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su, Fa, Wi
BIOL216, General Microbiology*	4	Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques	1	Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques	1	Sp, Su, Fa, Wi
BIOL201, Human Anatomy and Physiology I	4	Sp, Su, Fa, Wi
OR BIOL205, General Genetics		Sp, Su, Fa, Wi
OR BIOL211, Ecology		Sp, Su, Fa, Wi
OR BIOL220, Cell Biology		Sp, Su, Fa, Wi
BIOT101, Introduction to Biotechnology	1	Sp, Su, Fa, Wi
BIOT295, Biotechnology Seminar	3	Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa, Wi
CHEM102, Principles of Chemistry II	4	Sp, Su, Fa, Wi
OR CHEM108, General Chemistry II		Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**31**	

A "C" or better grade is required in BIOL 104 and BIOL 216.

While ENGL 100, 101, MATH 100, and BIOL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
COMM220, Radio Production*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM170, Broadcast Copywriting*	3	Sp, Su, Fa, Wi
COMM230, Broadcast Communication Skills*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM160, Broadcast Journalism*	3	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**13**	

A "C" or better grade is required in ENGL 100 and all Communication (COMM) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Program Electives (four courses): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM111, Foundations of Digital Editing*	1	Sp, Su, Fa, Wi
COMM112, Foundations of Motion Graphics*	1	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
OR ART 106, Introduction to Photojournalism		Sp, Su, Fa, Wi
OR ART 111, Photography I		Sp, Su, Fa, Wi
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
COMM210, Production and Direction*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM245, Professional Video Editing and Post Production*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Program Elective**	6	Use Schedule Search for electives

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM145, DVD Authoring*	1	Sp, Su, Fa, Wi
COMM170, Broadcast Copywriting*	3	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
COMM290, Television News Production*	3	Sp, Su, Fa, Wi
►**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100 and all Communication (COMM) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Program Electives (two courses): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD111, International Business	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
►**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**ACCT or BUAD or Liberal Arts Elective**	6	Use Schedule Search for electives
▶**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ACCT, BUAD, or Liberal Arts Electives: Based on transfer plans, a student may want to select a SUNY GEN ED approved course for one of these requirements in order to completely satisfy SUNY GEN ED requirements for a baccalaureate degree.

SUNY GEN ED Restricted Electives: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business*	3	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing*	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
BUAD203, Business Communications*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
▶ **Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

BUAD290, Applied Management Seminar*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
►**Business Administration Elective**	6	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all BUAD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

BUAD Electives: SOCE 205 Organizational Behavior may be taken for one of the BUAD Electives.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

Business Management (2)

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
BUAD104, Business Mathematics	3	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR ECON120, Principles of Microeconomics		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**35**	

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH207, Drug Studies	3	Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su, Fa, Wi
OR PSYC208, Developmental Psychology: The Adult		Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I*	4	Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC209, Abnormal Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL102, Principles of Biology II	3	Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II	4	Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II*	3	Sp, Su, Fa,

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH Elective: MATH 109 or 110 for students not planning to transfer; MATH 109, 132, 135, 200, or 201 for transfer students.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Certificate

Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

Chemical Dependency Counseling

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling*	3	Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I*	4	Sp, Su, Fa, Wi
CDSC201, Counseling Theories & Interventions I	3	Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II	4	Sp, Su, Fa, Wi
CDSC225, Counseling Theories & Interventions II*	3	Sp, Su, Fa, Wi
HLTH207, Drug Studies	3	Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**26**	

A "C" or better grade is required in CDSC 101, CDSC 200 and CDSC 220.

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Communication and Media Arts: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
IRM 101, Research Strategies	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
COMM160, Broadcast Journalism*	3	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM230, Broadcast Communication Skills*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa,

Our Stories

Jasmine Fields
An international education
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
▶**Restricted History Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all COMM courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Program Electives: Select from Liberal Arts, Business, or Communication disciplines. Program advisor approval is required. Students interested in Radio Journalism should take COMM 285; those interested in TV Journalism should take COMM 295.

Restricted Elective: Select from: ART 101, ART 102, ART 111, ENGL 200, or MUSI 101

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Forensics: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CFOR110, Security System Design and Analysis	3	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CFOR210, Computer Forensics	3	Sp, Su, Fa, Wi
CFOR220, Intrusion Detection	3	Sp, Su, Fa, Wi
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CFOR230, Search and Seizure-Legal and Privacy Issues	3	Sp, Su, Fa, Wi
CFOR240, Economic Crime Investigation	3	Sp, Su, Fa,

Our Stories

Holly McBean
Making her dream possible
Full story

TC3.biz Link to Success

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
PSYC 103, Introduction to Psychology	3	Sp, Su, Fa, Wi
►**Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
CIS 214, Systems Analysis and Design	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CIS 223, Programming in C++ Advanced Topics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 225, JAVA	3	Sp, Su, Fa, Wi
OR CSCI165, Computing Fundamentals I		Sp, Su, Fa, Wi
CIS 227, Web Programming & Design	3	Sp, Su, Fa, Wi
CIS 230, Computer Information Systems Internship	3	Sp, Su, Fa, Wi
▶ **Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - General Sequence: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
OR CIS 108, Introduction to Computer Information Systems		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH181, Discrete Mathematics	3	Sp, Su, Fa, Wi
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSCI205, Computing Fundamentals II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Course	Credits	Schedule
CSCI 210, Assembly Language and Computer Systems	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
MATH 202, Calculus II	4	Sp, Su, Fa, Wi
►**Lab Science Elective**	3	Use Schedule Search for electives
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit SUNY GEN ED elective. The course should be selected in consultation with the student's advisor.

MATH 135: MATH course placement depends on student background. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.

Note: A “C” or better grade is required in ENGL 100 and MATH 201.

SUNY GEN ED Restricted Electives: Select from approved courses for two the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
OR CIS 108, Introduction to Computer Information Systems		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH181, Discrete Mathematics	3	Sp, Su, Fa, Wi
MATH202, Calculus II*	4	Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSCI205, Computing Fundamentals II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH203, Calculus III	4	Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
CSCI210, Assembly Language and Computer Systems	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

▶ **SUNY Gen Ed Restricted Elective**	6	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A “C” or better grade is required in ENGL 100, MATH 201, and MATH 202.

A student exempted from ENGL 100 should substitute MATH 206 Differential Equations. (A “C” or better grade in MATH 203, or a “B” or better grade in MATH 202 is a prerequisite for MATH 206.)

SUNY GEN ED Restricted Electives: Select from approved courses for two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
CSS 112, Hardware Repair and Maintenance	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 214, Systems Analysis and Design	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSS 212, Help Desk and User Support	3	Sp, Su, Fa, Wi
ENGL103, Report Writing	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Fourth Semester

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Course	Credits	Schedule
CSS 240, Computer Support Specialist Internship	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Math, Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
►**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment	3	Sp, Su, Fa, Wi
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
OR BUAD201, Business Law I		Sp, Su, Fa, Wi
CONT202, Surveying	3	Sp, Su, Fa, Wi
ENGL103, Report Writing	3	Sp, Su, Fa, Wi
►**Lab Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

		electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CONT115, Construction Estimating and Planning	2	Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation	3	Sp, Su, Fa, Wi
CONT210, Structural Design	4	Sp, Su, Fa, Wi
CONT216, Materials Testing	2	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

Humanities Elective: ENVS 105 recommended

MATH 122 is strongly recommended. A student with four years of high school mathematics is encouraged to substitute MATH 135 or MATH 201 for MATH 122 or MATH 132. The minimum program requirement of 62 credits must still be met. A waiver request form must be submitted and approved.

Restricted Elective(s): Select from ACCT 101, ENVS 101, MATH 135, MATH 200, or 3 additional CAPS Electives.

Social Science Elective: POSC 112 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su, Fa, Wi
CONT115, Construction Estimating and Planning	2	Sp, Su, Fa, Wi
CONT202, Surveying	3	Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation	3	Sp, Su, Fa, Wi
CONT210, Structural Design	4	Sp, Su, Fa, Wi
CONT216, Materials Testing	2	Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I	3	Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment	3	Sp, Su, Fa, Wi
Restricted Elective(s)	3	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

Restricted Electives: Select from ACCT 101, MATH 135, MATH 200, or three CAPS Electives.

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry	1	Sp, Su, Fa, Wi
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop	3	Sp, Su, Fa, Wi
ENGL256, Playwriting	3	Sp, Su, Fa, Wi
▶**English Elective**	3	Use

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL215, Short Fiction	3	Sp, Su, Fa, Wi
OR ENGL229, Introduction to Poetry		Sp, Su, Fa, Wi
OR ENGL257, Directing		Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	1	Sp, Su, Fa, Wi
►**English Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

ENGL Electives: Literature course strongly recommended.

Foreign Language Sequences: ARAB 101 & ARAB 102, Arabic I & II; CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Unrestricted Electives: ENGL 103 Report Writing, ENGL 108 Performance Poetry and The Spoken Word, and ENGL 271 Writing Internship are strongly recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screenwriting: Associate in Arts
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 233, Animation	3	Sp, Su, Fa, Wi
OR COMM115, Introduction to Digital Video		Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting	3	Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa,

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL255, Writing the Dramatic Television Series	3	Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay	1	Sp, Su, Fa, Wi
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 233: Per New Media Department approval, Creative Writing – Screenwriting majors do not need to complete ART 117 or ART 270 prior to enrolling in ART 233.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

Foreign Language Sequences: ARAB I & II, Arabic I & IICHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Liberal Arts & Unrestricted Electives: ENGL 103, ENGL 108, ENGL/SOCI 218, ENGL 256, and ENGL271 are recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing - Prose and Poetry: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	6	Use Schedule Search for electives
▶ **Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
ENGL215, Short Fiction	3	Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop	3	Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry	3	Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	1	Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry	1	Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	1	Sp, Su, Fa, Wi
▶ **Restricted Elective CW-PP2**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.

Restricted Elective: Select in consultation with the student's advisor.

*Grade of C or better is required

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screen Writing: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
▶ **Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting	3	Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa, Wi
OR ENGL255, Writing the Dramatic Television Series		Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	1	Sp, Su, Fa, Wi
ENGL271, Writing Internship	1	Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay	1	Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.

Select in consultation with the student's advisor.

*Grade of C or better is required

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Political Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
►**Crim Just AS Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Blaze Sanders
Big dreams
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
SOCI206, Juvenile Delinquency	3	Sp, Su, Fa, Wi
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade in ENGL 100 and all CRJU courses. CRJU 105 is a prerequisite for most 200 level CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Criminal Justice Elective: Choose, in consultation with advisor, from the following: CRJU 110, CRJU 210, CRJU 212, CRJU 215, CRJU 217, CRJU 230, POSC 213, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES, or transferred from other accredited colleges.

Liberal Arts Electives: To be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
POSC103, American National Government	3	Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	3	Use Schedule Search for electives
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Restricted History Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Fourth Semester

Course	Credits	Schedule
CRJU215, Legal Aspects of Evidence*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶ **Criminal Justice Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Electives: CAPS 111, 121, and 131 are strongly recommended.

CRJU 105: Prior completion or concurrent enrollment in ENGL 100 is required for CRJU 105.

CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 217, POSC 213, SOCI 206, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Restricted History Elective: Select from HSTY 101, HSTY 102, HSTY 201, or HSTY 202.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Certificate
Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CRJU110, Police Patrol Operations*	3	Sp, Su, Fa, Wi
CRJU215, Legal Aspects of Evidence*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
POSC103, American National Government	3	Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
HSTY, HSTY Elective1	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in all CRJU courses.

While ENGL 100 is not required, it is a prerequisite for ENGL 101 and other program courses.

*Grade of C or better is required

Our Stories

Kelly Wessell
The place to teach
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Culinary Arts: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CULI101, Food Service and Preparation I*	4	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Dilemmas	2	Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety*	1	Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su, Fa, Wi
CULI102, Food Preparation II*	4	Sp, Su, Fa, Wi
CULI160, Back of House Kitchen Practicum*	2	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Rebuilding the Food System	2	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
OR BUAD106, Foundations of Business		Sp, Su, Fa, Wi
OR BUAD219, Human Resource Management		Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CULI205, Garde Manger & Catering*	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENVS112, Food Systems Seminar III: New Directions	2	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CULI270, Restaurant Operations & Front of House Practicum*	4	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control*	3	Sp, Su, Fa, Wi
WINE202, Beverage Studies*	3	Sp, Su, Fa, Wi
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A "C" or better is required in CULI 101, CULI 102, CULI 160, CULI 205, CULI 270, ENGL 100, HRMG 100, HRMG 105, HRMG 107, HRMG 206, HRMG/CULI/WINE elective, WINE 120 and WINE 202.

A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. This course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Digital Cinema: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM111, Foundations of Digital Editing*	1	Sp, Su, Fa, Wi
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 111, Photography I	3	Sp, Su, Fa, Wi
COMM210, Production and Direction*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
OR ENGL101, Academic Writing II		Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH200, Statistics		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM240, Non Fiction & Fiction Field Production*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
OR ENGL260, Creative Writing Portfolio		Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa, Wi
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶	6	Use

Our Stories

Linda Pasto
Partners in possibility
Full story

Adult Learning at TC3

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

▶**Restricted Elective 5DC**		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
COMM298, Cinema Capstone*	3	Sp, Su, Fa, Wi
OR ENGL298, Cinema Capstone*		Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
▶**SUNY GE Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all Communication (COMM) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Elective(s): Select from: ART 149, ART 212, ART 233, COMM 112, COMM 145, COMM 225, COMM 245, COMM 249, COMM 265, ENGL 102, ENGL 216, ENGL/SOCI 218, ENGL 255, or ENGL 271.

SUNY GEN ED Restricted Elective: Select a course from any of the approved SUNY General Education course areas except Area 8 – The Arts.

Unrestricted Elective: The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood - Sequence A: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su, Fa, Wi
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH109, Statistical Literacy	3	Sp, Su, Fa, Wi
OR MATH110, Topics in Mathematics		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ASTR101, Introductory Astronomy	3	Sp, Su, Fa, Wi
OR BIOL114, Essentials of Nutrition		Sp, Su, Fa, Wi
OR ENVS101, Biological Resource Conservation		Sp, Su, Fa, Wi
OR ENVS102, Technology and the Environment		Sp, Su, Fa, Wi
ECHD225, Early Childhood Curriculum Development*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
RECR150, Play Across Cultures	3	Sp, Su, Fa, Wi
OR SOCE150, Play Across Cultures		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 120, Drawing I	3	Sp, Su, Fa, Wi
OR ART 130, Ceramics		Sp, Su, Fa, Wi
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
SOCI201, Sociology of the Family	3	Sp, Su, Fa, Wi

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA Tompkins Cortland Community College

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

SOCI 201: Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood - Sequence B: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su, Fa, Wi
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ECHD225, Early Childhood Curriculum Development*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
▶**Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su, Fa,

Our Stories

Carrie Buchanan
A tradition of service
Full story

SGA
Tompkins Cortland Community College

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
▶ **Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

First restricted Liberal Arts Elective (3rd semester): Select from GEOG 120, HSTY 101, a Foreign Language Elective, or a SUNY GEN ED approved course.

Second restricted Liberal Arts Elective (4th semester): Select from ANTH 202, SOCI 201, a Foreign Language Elective, or a SUNY GEN ED approved course. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Associate in Applied Science
Minimum Credits for Graduation: 66

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
ELEC127, Circuit Analysis	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
PHSC104, General Physics I	4	Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ELEC223, Microcontroller Fundamentals	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi

Our Stories

Dryden Mutual
Mutual benefit
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
► **Restricted Humanities Elective**	3	Use Schedule Search for electives
► **Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must complete ENGL 101 and ENGL 103.

MATH 122 or MATH 132: MATH 122 is strongly recommended. A student with 4 years of high school mathematics is encouraged to substitute MATH 135 OR MATH 201. The minimum program requirement of 66 credits must still be met. A waiver request form must be submitted and approved.

Restricted Elective: Students planning to transfer to a BSET program should complete MATH 201, Calculus I, or CSCI 165, Computing Fundamentals I; students planning to work in the field after completion of the program should complete three 1-credit CAPS courses.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, or a Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Certificate

Minimum Credits for Graduation: 44

Printable Worksheet (pdf)

Electrical Technology Certificate

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ELEC127, Circuit Analysis	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC223, Microcontroller Fundamentals	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**44**	

All certificate work may be applied to the A.A.S. degree program in Electrical Engineering Technology.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level1: Certificate
Minimum Credits for Graduation: 16

Printable Worksheet (pdf)

Electronics & Comp Systems Level 1

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Our Stories

Padraic O'Donnell
Finding his strength
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level2: Certificate
Minimum Credits for Graduation: 17

Printable Worksheet (pdf)

Electronics & Comp Systems Level 2

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Engineering Science: Associate in Science

Minimum Credits for Graduation: 69

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CHEM107, General Chemistry I	4	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENSC137, Introduction to Engineering	1	Sp, Su, Fa, Wi
MATH202, Calculus II*	4	Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su, Fa, Wi
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
ENSC204, Mechanics of Materials	3	Sp, Su, Fa, Wi
ENSC209, Engineering Mechanics: Statics	3	Sp, Su, Fa, Wi
MATH203, Calculus III*	4	Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENSC203, Electrical Science	4	Sp, Su, Fa, Wi
ENSC212, Dynamics	3	Sp, Su, Fa,

Our Stories

Dryden Mutual
Mutual benefit
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
MATH206, Differential Equations	4	Sp, Su, Fa, Wi
PHSC213, Physics III (Waves, Optics and Modern Physics)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**18**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH 201: Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete this program.

Restricted Elective: Select from: CHEM 108, CONT 202, CSCI 165, ELEC 121, GEOL 101, OR MATH 200. If CHEM 108 is selected, it should be taken in the second semester and the SUNY GEN ED History Elective in the third semester.

With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses (ENSC 203, 204, 212, and the Restricted Elective) with CHEM 205 & CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 & BIOL 105, General Biology I & II.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Entrepreneurship: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester-Entreneurship AAS

Course	Credits	Schedule
BUAD103, Entrepreneurship I*	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Restricted MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
BUAD207, Entrepreneurship II*	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

Fourth Semester Entrepreneurship AAS

Course	Credits	Schedule
BUAD204, Principles of Marketing*	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service*	3	Sp, Su, Fa, Wi
BUAD264, Entrepreneurial Internship*	3	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all Business Administration (BUAD) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

Natural Sciences Elective: SUNY GEN ED Natural Sciences course, or ENVS 102 - Technology and the Environment recommended.

Restricted MATH Elective: Select from MATH 109, 132, 135, 200, or 201

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Environmental Studies: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
OR ENVS107, Economy, Society & Environment		Sp, Su, Fa, Wi
OR POSC103, American National Government		Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
OR POSC107, Economy, Society & Environment		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENVS101, Biological Resource Conservation*	3	Sp, Su, Fa, Wi
FSS 132, Freshman Seminar - Environmental Studies	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BIOL105, General Biology II*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su, Fa, Wi
OR BIOL116, Tropical Field Natural History		Sp, Su, Fa, Wi
OR BIOL211, Ecology		Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa,

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
ENVS295, Global Seminar	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BIOL 104, BIOL 105, ENGL 100, ENVS 101, and ENVS 102.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

MATH 132: Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement; MATH 201 is recommended.

Restricted Elective: (Select from: CHEM 102, CHEM 108, GEOL 101, PHSC 104, or PHSC 211)

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Graphic Design: Associate in Science

Minimum Credits for Graduation: 58

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 109, Graphic Design	3	Sp, Su, Fa, Wi
ART 110, Design I	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II	3	Sp, Su, Fa, Wi
ART 180, Typography	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su, Fa, Wi
ART 111, Photography I	3	Sp, Su, Fa, Wi
ART 260, Portfolio Preparation - Graphic Design	1	Sp, Su, Fa, Wi
ART 270, Computer Graphics I	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa, Wi
ART 271, Computer Graphics II	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
►**Restricted Elective 5GD**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A grade of C or better is required for ENGl 100 and all Art (ART) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

HSTY 101 and 102 meet American History requirement; HSTY 201 and 202 meet Western Civilization requirement.

Restricted Elective: Select from ART 200, 212, 213, 233, COMM 115 or WD 157.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su, Fa, Wi
CULI101, Food Service and Preparation I*	4	Sp, Su, Fa, Wi
OR HRMG101, Food Service and Preparation I*		Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety*	1	Sp, Su, Fa, Wi
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSED213, Job Search*	1	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
HRMG213, Hospitality Internship*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
OR BUAD106, Foundations of Business		Sp, Su, Fa, Wi

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HRMG103, Rooms Division Management*	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
HRMG201, Hospitality Law*	3	Sp, Su, Fa, Wi
HRMG205, Hospitality Marketing*	3	Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control*	3	Sp, Su, Fa, Wi
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BUAD 212; ENGL 100; PSED 213 and all CULI, HRMG, and WINE courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

BUAD Electives should be selected based on student's academic progress and intentions upon graduation. Entrepreneurship I and II are recommended for students interested in pursuing their own business.

Humanities Elective: SPAN 100 Occupational Spanish is recommended.

Second semester Restricted Elective: CULI 102 or HRMG 220 or WINE 120 OR 3 credits from HRMG 216 if completed instead of HRMG 213.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HUMS110, The Helping Relationship*	3	Sp, Su, Fa, Wi
POSC, POSC Elective1	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
HUMS229, Applied Methods in Human Services*	3	Sp, Su, Fa, Wi
SOCI205, Contemporary Social Problems	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
HUMS230, Human Service Internship*	6	Sp, Su, Fa, Wi
▶**PSYC Elective**	3	Use

Our Stories

Carrie Buchanan
A tradition of service
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100; HUMS 105, 110, 229, 230, and the Human Service Electives.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HUMS104, Introduction to Corrections	3	Sp, Su, Fa, Wi
OR HUMS125, Introduction to Early Childhood Education		Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HUMS110, The Helping Relationship	3	Sp, Su, Fa, Wi
PSYC201, Social Psychology	3	Sp, Su, Fa, Wi
OR PSYC205, Developmental Psychology: The Child		Sp, Su, Fa, Wi
POSC, POSC Elective1	3	Sp, Su, Fa, Wi
►**Human Services Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

HUMS Elective: (Choose one: HUMS 111, HUMS 212, or HUMS 225)

*Grade of C or better is required

Our Stories

Linda Pasto
Partners in possibility
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

International Business: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD111, International Business	3	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
GEOG120, World Regional Geography	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD217, Fundamentals of Exporting	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD215, International Marketing	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa,

Our Stories

Ben Currens
More than you might expect
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Electives: Select from the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 7-Humanities, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

International Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Communication-IS

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**9**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Math and Science Electives

Course	Credits	Schedule
▶**Restricted Math Elective**	3	Use Schedule Search for electives
BIOL102, Principles of Biology II	3	Sp, Su, Fa, Wi
OR BIOL105, General Biology II		Sp, Su, Fa, Wi
OR ENVS101, Biological Resource Conservation		Sp, Su, Fa, Wi
OR GEOL101, Introductory Geology		Sp, Su, Fa, Wi
OR METR101, Introductory Meteorology		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
ANTH202, Cultural Anthropology	3	Sp, Su, Fa, Wi
ANTH220, Dev Anthropology in a Globalizing World	3	Sp, Su, Fa, Wi
OR SOCI220, Dev Anthropology in a Globalizing World		Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
GEOG120, World Regional Geography	3	Sp, Su, Fa, Wi
HSTY111, World History Since 1500	3	Sp, Su, Fa,

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
POSC225, Comparative Politics	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**21**	

Study Abroad Experience

Course	Credits	Schedule
ANTH260, Culture Survey for Study Abroad	3	Sp, Su, Fa, Wi
OR BIOL116, Tropical Field Natural History		Sp, Su, Fa, Wi
OR ENGL250, Field Studies in Literature		Sp, Su, Fa, Wi
OR HRMG220, International Culture & Cuisine - Study Abroad		Sp, Su, Fa, Wi
OR HSTY230, History of Ireland - Study Abroad		Sp, Su, Fa, Wi
OR HSTY260, Topics in Modern Latin America		Sp, Su, Fa, Wi
OR IED 260, Culture Survey for Study Abroad		Sp, Su, Fa, Wi
OR POSC230, History of Ireland		Sp, Su, Fa, Wi
OR POSC260, Topics in Modern Latin America		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

SUNY Gen Ed Restricted Elective

Course	Credits	Schedule
▶**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Sustainability Elective

Course	Credits	Schedule
▶**Sustainability Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts & Sci-Adolescence Education: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
EDUC201, Introduction to the Teaching Profession	3	Sp, Su, Fa, Wi
EDUC295, Foundations of Education	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**33**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Other

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶		

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts and Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Lib Arts & Sciences Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
EDUC201, Introduction to the Teaching Profession	3	Sp, Su, Fa, Wi
EDUC295, Foundations of Education	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**43**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences: Teacher Education Transfer > Program Requirements

Program Requirements

Lib Art & Sci-Early Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I*	3	Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**37**	

Early Childhood Education Elective

Course	Credits	Schedule
▶**Early Childhood Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Foreign Language

Course	Credits	Schedule

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A "C" or better grade is required in ENGL 100 and MATH 113.

A student exempted from ENGL 100 must substitute a three credit liberal arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Early Childhood Teacher Education majors must complete Early Childhood course work and a concentration in a Liberal Arts and Sciences discipline. Specific courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

LAS-General Studies, Exploratory Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Freshman Seminar

Course	Credits	Schedule
FSS 131, Self and World	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**9**	

SUNY Gen Ed History Elective

Course	Credits	Schedule
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶**Math or Science Elective**	3	Use

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science

Course	Credits	Schedule
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
ANTH202, Cultural Anthropology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Health

Course	Credits	Schedule
▶**Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Liberal Arts Elective

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. This course should be selected in consultation with the student's advisor.

Health Restricted Elective: Select from: BIOL 114, ENVS 101, HLTH 205, HLTH 206, HLTH 207, HLTH 208, HLTH 210, HLTH 215, HLTH 216, PSYC 208, or SOCE 201.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

MATH or Science Elective: ENVS 101 is recommended (if not selected for the Health Section or Liberal Arts Elective Section course).

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

LAS-General Studies, Individual Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**9**	

History

Course	Credits	Schedule
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶**Math or Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science Elective

Course	Credits	Schedule

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

►**Social Science Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	21	Use Schedule Search for electives
Minimum Total Semester Credits	**21**	

A "C" or better grade is required in ENGL 100.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 33

Printable Worksheet (pdf)

Course	Credits	Schedule
HLTH, HLTH Elective1	3	Sp, Su, Fa, Wi
▶**English Elective**	6	Use Schedule Search for electives
▶**Social Science Elective**	9	Use Schedule Search for electives
▶**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**33**	

Financial aid is not available to students in the General Studies Certificate program, but course work may be applied to the Liberal Arts and Sciences-General Studies A.S. degree programs.

Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**12**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	3	Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
HSTY202, American History Since 1877	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Foreign Language Sequence

Course	Credits	Schedule
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Humanities Elective

Course	Credits	Schedule
▶**Humanities Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

Math and Science Electives

Course	Credits	Schedule
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Math or Science Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Search for electives
Minimum Total Semester Credits	**9**	

Social Science Elective

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Foreign Language Elective Sequence: (must complete in one language only)

Humanities Electives: A second foreign language, over and above the 6 - 7 credits required for category C, is acceptable and is strongly recommended for students planning to transfer to a SUNY Bachelor of Arts (B.A.) degree program.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

LA-Math Science Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
FSS 138, Freshman Seminar - Math/Science	1	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
OR HSTY225, African American History		Sp, Su, Fa, Wi
MATH201, Calculus I	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

LA-Math Science Course Pairs

Course	Credits	Schedule
Course Pair One Elective	6	Use Schedule Search for electives
Course Pair Two Elective	8	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Computer-Related Course

Course	Credits	Schedule
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**1**	

Math, Science or Computer Sci Elective

Course	Credits	Schedule
Mathematics Elective	3	Use Schedule Search for electives
Science Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Our Stories

Marc Harrison
Inspiration at any age
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Liberal Arts Elective

Course	Credits	Schedule
►SUNY Gen Ed Restricted Elective	3	Use Schedule Search for electives
►SUNY GEN ED Social Sciences Elective	3	Use Schedule Search for electives
►Liberal Arts Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

SUNY Gen Ed Restricted Elective

Course	Credits	Schedule
►SUNY GEN ED Other World Civ Elective	3	Use Schedule Search for electives
►SUNY GEN ED The Arts Elective	3	Use Schedule Search for electives
►SUNY Gen Ed Elective - Foreign Language	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Unrestricted Elective

Course	Credits	Schedule
►Unrestricted Elective	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A "C" or better grade is required in ENGL 100.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

HSTY 101, 102, 201, 202 OR 225: HSTY 225 approved for satisfaction of SUNY GEN ED American History only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

Math/Science Course Pairs: Must include one eight credit pair. Select from two different disciplines.

SUNY GEN ED Restricted Elective: Select a course that satisfies one of the following SUNY GEN ED areas: 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language. The course should be selected in consultation with the student's advisor and cannot be from the category satisfied by the History Elective.

Unrestricted Electives: Courses should be selected in consultation with the student's advisor and should be based on requirements at the intended four-year transfer institution. Up to three FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Lib Arts--Soc Science Required Courses

Course	Credits	Schedule
ANTH202, Cultural Anthropology*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology*	3	Sp, Su, Fa, Wi
ANTH290, Social Science Capstone Course*	3	Sp, Su, Fa, Wi
OR HSTY290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR POSC290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR PSYC290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR SOCI290, Social Science Capstone Course*		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**24**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I*	3	Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II*	3	Sp, Su, Fa, Wi
OR HSTY110, World History to 1500*		Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500*		Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II*	3	Sp, Su, Fa, Wi
HSTY110, World History to 1500*	3	Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500*		Sp, Su, Fa, Wi
HSTY201, American History to 1877*	3	Sp, Su, Fa, Wi
HSTY202, American History Since 1877*	3	Sp, Su, Fa, Wi
OR HSTY110, World History to 1500*		Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500*		Sp, Su, Fa, Wi
HSTY202, American History Since 1877*	3	Sp, Su, Fa, Wi

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

HSTY110, World History to 1500*	3	Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500*		Sp, Su, Fa, Wi
HSTY201, American History to 1877*	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877*		Sp, Su, Fa, Wi
HSTY215, History of Latin America*	3	Sp, Su, Fa, Wi
OR HSTY225, African American History*		Sp, Su, Fa, Wi
OR HSTY233, Women in U.S. History*		Sp, Su, Fa, Wi
OR HSTY252, Native American History: Colonial Policies*		Sp, Su, Fa, Wi
OR HSTY255, Labor History*		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
►**Social Science Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Math and Science Electives

Course	Credits	Schedule
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH200, Statistics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
►**Math or Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A "C" or better grade is required in ENGL 100 and all Social Science courses including the capstone course.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

HSTY 225 & 233 satisfy the SUNY GEN ED American History area only if a student has received an 85 or higher score on the NYS Regents US History & Government Exam.

Mathematics Elective: Select from MATH 132, 135, 200 or 201.

NOTE: Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Unrestricted Electives: Courses should be selected in consultation with the student's advisor and should be based on requirements at the intended four-year transfer institution. Up to 3 FITN credits may be used toward Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts&Sc-Women and Gender Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
WGST100, Perspectives on Women - An Introduction	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
WGST200, Images of Women	3	Sp, Su, Fa, Wi
WGST233, Women in U.S. History	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
WGST120, Women and Health Care	3	Sp, Su, Fa, Wi
WGST125, Women and Work	3	Sp, Su, Fa, Wi
▶**Social Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	3	Sp, Su, Fa, Wi
OR PHIL101, Introduction to Philosophy		Sp, Su, Fa, Wi
OR PHIL201, Contemporary Moral Issues		Sp, Su, Fa, Wi
WGST, WGST Elective1	3	Sp, Su, Fa, Wi
►**Math or Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

WGST 233 satisfies the SUNY GEN ED American History requirement only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 111, Photography I*	3	Sp, Su, Fa, Wi
ART 117, Visual Design for Electronic Media*	3	Sp, Su, Fa, Wi
ART 120, Drawing I*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 137, Freshman Seminar-New Media	1	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography*	3	Sp, Su, Fa, Wi
ART 213, Dynamic Media I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I*	3	Sp, Su, Fa, Wi
ART 214, Dynamic Media II*	3	Sp, Su, Fa, Wi
ART 233, Animation*	3	Sp, Su, Fa, Wi
ART 261, Portfolio Preparation - New Media*	1	Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II*	3	Sp, Su, Fa,

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
ART 254, Advanced Interactive Media Authoring*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all ART courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 68

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL131, Principles of Human Anatomy and Physiology I*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
NURS110, Fundamentals of Nursing*	7	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
BIOL132, Principles of Human Anatomy and Physiology II*	4	Sp, Su, Fa, Wi
NURS120, Critical Thinking in Medical Surgical Nursing*	9	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**19**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
NURS208, The Art and Science of Nursing Across the Lifespan*	10	Sp, Su, Fa, Wi
NURS241, Pharmacology for Nurses and Allied Health Professionals*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL112, Essentials of Medical Microbiology*	3	Sp, Su, Fa, Wi
NURS225, Professional Practice and Complex Nursing Care*	10	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each nursing (NURS) course is required to earn a degree in

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Nursing.

ENGL 100, if required, must be completed with a “C” or better grade before the first semester.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Office Management and Administration* > Program Requirements

Program Requirements

Office Management and Administration: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
▶ **Intro to Data Processing**	3	Use Schedule Search for electives
OR BUAD109, Personal Money Management		Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR PSYC103, Introduction to Psychology		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing*	3	Sp, Su, Fa, Wi
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II*	3	Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

OFFC203, Administrative/Automated Office Procedures*	3	Sp, Su, Fa, Wi
OFFC211, Intermediate College Keyboarding & Document Processing*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
CAPS141, Presentation Software	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech*	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su, Fa, Wi
OFFC221, Advanced College Keyboarding and Document Processing*	3	Sp, Su, Fa, Wi
OFFC230, Office Management and Administration Internship*	3	Sp, Su, Fa, Wi
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in OFFC 101, OFFC 110, OFFC 203, OFFC 211, OFFC 221, OFFC 230, ENGL 100, ENGL 101, and ENGL 201 or ENGL 204.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: SPAN 101 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Executive Office Assistant: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD104, Business Mathematics	3	Sp, Su, Fa, Wi
OR BUAD109, Personal Money Management		Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing	3	Sp, Su, Fa, Wi
OFFC203, Administrative/Automated Office Procedures	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS141, Presentation Software	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech*	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100, ENGL 101, ENGL 201 or ENGL 204, OFFC 101, OFFC 110, and OFFC 203.

All credits earned toward the certificate may be applied toward requirements for the A.A.S. degree in Office Management and Administration.

If students enter in the spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

*Grade of C or better is required

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR ECON120, Principles of Microeconomics		Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PARA101, Introduction to Paralegalism*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PARA130, Legal Research and Drafting*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENGL103, Report Writing		Sp, Su, Fa, Wi
PARA205, Litigation/Civil Procedure*	3	Sp, Su, Fa, Wi
PARA210, Real Estate/Property Law*	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
PARA215, Family Law/Domestic Relations*	3	Sp, Su, Fa, Wi
PARA220, Wills, Trusts, Estate Planning*	3	Sp, Su, Fa, Wi
PARA230, Paralegal Internship*	2	Sp, Su, Fa, Wi
PARA231, Paralegal Seminar*	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A "C" or better grade is required in BUAD 201, ENGL 100, PARA 101, PARA 130, PARA 205, PARA 210, PARA 215, PARA 220, PARA 230 and PARA 231.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester. Alternative program requirements plans are available for students intending to transfer, honors college students, and students with prior college credits or degrees.

PARA 230: A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 Constitutional Law, PARA 216 Legal Aspect of Evidence, or PARA 225 Criminal Law and Procedure can be taken to satisfy these requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal Studies: Certificate
Minimum Credits for Graduation: 32

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
PARC101, Introduction to Paralegalism*	3	Sp, Su, Fa, Wi
PARC130, Legal Research and Drafting*	3	Sp, Su, Fa, Wi
PARC205, Litigation/Civil Procedure*	3	Sp, Su, Fa, Wi
PARC210, Real Estate/Property Law*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
PARC215, Family Law/Domestic Relations*	3	Sp, Su, Fa, Wi
PARC220, Wills, Trusts, Estate Planning*	3	Sp, Su, Fa, Wi
PARC230, Paralegal Internship*	2	Sp, Su, Fa, Wi
PARC231, Paralegal Seminar*	3	Sp, Su, Fa, Wi
▶**PARC Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

1. To be admitted to this program, a student must have already earned a baccalaureate degree. 2. For any credits waived, another course must be substituted, chosen with the approval of an advisor. 3. A "C"or better grade is required in all courses.

PARC 205 and 210: Since Paralegal electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC Electives in their place in the first semester.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 Constitutional Law, PARC 216 Legal Aspects of Evidence, PARC 225 Criminal Law and Procedure, PARC 226 Bankruptcy, or BUAD 202 Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective (an academic waiver must be approved).

*Grade of C or better is required

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Digital Emphasis: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
ART 111, Photography I*	3	Sp, Su, Fa, Wi
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II*	3	Sp, Su, Fa, Wi
ART 212, Digital Photography*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 112, Photography II*	3	Sp, Su, Fa, Wi
ART 213, Dynamic Media I	3	Sp, Su, Fa, Wi
ART 214, Dynamic Media II	3	Sp, Su, Fa, Wi
OR ART 233, Animation		Sp, Su, Fa, Wi
OR COMM115, Introduction to Digital Video		Sp, Su, Fa, Wi
ART 262, Portfolio Preparation - Photography	1	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa,

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
ART 222, Advanced Digital Photography*	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ART 111, 112, 212, 222, and ENGL 100.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective.

SUNY GEN ED Restricted Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Fine Arts Emphasis: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
ART 110, Design I	3	Sp, Su, Fa, Wi
ART 111, Photography I*	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 112, Photography II*	3	Sp, Su, Fa, Wi
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su, Fa, Wi
ART 212, Digital Photography*	3	Sp, Su, Fa, Wi
ART 262, Portfolio Preparation - Photography	1	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa, Wi
ART 222, Advanced Digital Photography*	3	Sp, Su, Fa,

Our Stories

Dryden Mutual
Mutual benefit
Full story

SGA Tompkins Cortland Community College

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ART 111, 112, 212, 222, and ENGL 100.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I*	3	Sp, Su, Fa, Wi
OR BIOL104, General Biology I*		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FITN208, Weight Control	1	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
FITN215, Aerobic Conditioning	1	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL201, Human Anatomy and Physiology I	4	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education	3	Sp, Su, Fa, Wi
RECR230, Personal Training & Aerobic Leadership	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL202, Human Anatomy and Physiology II	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR232, Exercise Physiology	3	Sp, Su, Fa, Wi
RECR285, Recreation Field Work	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

BIOL 101 or 104: Students with High School Biology and Chemistry with minimum Regents exam grades of 80% within the past 5 years can take BIOL 104. The BIOL101 and BIOL102 sequence is recommended.

HLTH 205: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher should complete RECR 210 Diversity and Inclusion. A waiver must be submitted and approved.

Restricted Elective: Students must complete either BIOL 101 AND BIOL 102 with a C or better grade, or BIOL 104 with a C or better grade, as a prerequisite for BIOL 201. Students who complete BIOL 104 in the first semester should select a SUNY GEN ED approved course to fulfill this requirement.

Unrestricted Elective: RECR 150 Play Across Cultures, BUAD 103 Entrepreneurship I, HLTH 206 Personal Health, SUNY GE Foreign Language Elective, CHEM 101 Introduction to Chemistry, or RECR 210 Diversity and Inclusion are recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FITN102, Swimming II	1	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
FITN216, Lifeguard Training	2	Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Outdoor Activities Elective**	1	Use Schedule Search for electives
▶**SUNY Elective Natural Science or Arts**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation	3	Sp, Su, Fa, Wi
RECR274, Outdoor Recreation Pursuits	3	Sp, Su, Fa, Wi

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

►**SUNY Gen Ed Elective - Foreign Language**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
RECR 150, Play Across Cultures	3	Sp, Su, Fa, Wi
RECR 220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR 260, Outdoor Education and Camp Counseling	3	Sp, Su, Fa, Wi
RECR 284, Outdoor Recreation Proficiency	1	Sp, Su, Fa, Wi
OR RECR 276, Outdoor Recreation Field Adventure		Sp, Su, Fa, Wi
OR RECR 285, Recreation Field Work		Sp, Su, Fa, Wi
►**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Electives: CAPS 100, 105, 111, 113, 121, 123, 131, 133, 141, or 152 recommended.

ENGL 102 or ENVS 105: Students intending to transfer to SUNY Cortland should take ENGL 102.

FITN 102 and FITN 216: A student who can demonstrate the swimming proficiency required for FITN 216 Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective. A waiver must be approved.

Outdoor Activity Electives: FITN 109, FITN 110, FITN 119, FITN 120, FITN 166, FITN 221, RECR/FITN 160, RECR/FITN 161, RECR/FITN 162, RECR/FITN 163, or RECR/FITN 164.

Restricted Recreation Elective: Choose from RECR 276, 284, or 285.

Unrestricted Elective: CAPS 121, 123, 131, 133, 141; or HLTH 126; or an Outdoor Activity Elective recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education	3	Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
RECR150, Play Across Cultures	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation	3	Sp, Su, Fa, Wi
RECR215, Recreation and the Expressive Arts	3	Sp, Su, Fa, Wi
▶**Foreign Language Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

CAREER COACH
more than a job

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR201, Introduction to Therapeutic Recreation	3	Sp, Su, Fa, Wi
OR RECR285, Recreation Field Work		Sp, Su, Fa, Wi
PSYC, PSYC Elective1	3	Sp, Su, Fa, Wi
▶**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Elective: CAPS 100, 105, 111, 113, 121, 123, 131, 133, 141, or 152 recommended.

HLTH 205: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher can substitute an unrestricted elective. A waiver request form must be submitted and approved.

SUNY GEN ED Natural Sciences Elective: A Lab Science should be considered based on the requirements of the student's selected transfer institution.

Unrestricted Elective: CAPS 121, 123, 131, 133, 141; or HLTH 126; or an Outdoor Activity Elective recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Sport Management: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 175, Freshman Seminar - Sport Management	1	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
SPMT150, Foundations of Sport Management*	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
SPMT190, Event Practicum I*	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	1	Use Schedule Search for electives
▶**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SPMT255, Sport Event Management*	3	Sp, Su, Fa, Wi
SPMT260, Sport Media Management*	3	Sp, Su, Fa, Wi

Our Stories

Marc Harrison
Inspiration at any age
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
SPMT195, Event Practicum II*	1	Sp, Su, Fa, Wi
SPMT270, Sport Facilities/Venue Management*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**13**	

A "C" or better grade is required in ENGL 100 and all SPMT courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the students advisor.

Restricted SUNY GEN ED Elective: Select a course that satisfies one of the following SUNY GEN ED areas: 4-American History; 5-Western Civilization; 6 Other World Civilizations; 8-The Arts; or 9-Foreign Language. The course should be selected in consultation with the student's advisor and cannot be from the category satisfied by the History Elective requirement.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Sustainable Farming & Food Systems: Associate in Applied Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENVS101, Biological Resource Conservation	3	Sp, Su, Fa, Wi
ENVS110, Food Systems Seminar I: Dilemmas	2	Sp, Su, Fa, Wi
ENVS107, Economy, Society & Environment	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
ENVS115, Sustainable Farming I: Fall Crop Production and Post-Harvest Handling	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL105, General Biology II	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS111, Food System Seminar II: Rebuilding the Food System	2	Sp, Su, Fa, Wi
ENVS140, Sustainable Farming II: Preparation and Planning	4	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	3	Sp, Su, Fa, Wi
ENVS201, Sustainable Farming III: Marketing, Management and Pest Control	6	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**12**	

Fourth Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENVS112, Food Systems Seminar III: New Directions	2	Sp, Su, Fa, Wi
ENVS285, Sustainable Farming and Food Systems Capstone	3	Sp, Su, Fa, Wi

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

▶ **Restricted Elective 1**	4	Use Schedule Search for electives
▶ **Restricted Elective 2**	4	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three-credit unrestricted elective. This course should be selected in consultation with the student's advisor.

Electives must add up to at least 11 credits in order to meet the minimum requirement of 60 credits for the A.A.S. degree.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Web and Mobile Application Design: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography	3	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
WD 155, Extensible Markup Language	1	Sp, Su, Fa, Wi
WD 157, Web & Mobile Design	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ART 213, Dynamic Media I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
WD 220, PHP and Database Programming	3	Sp, Su, Fa, Wi
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CIS 225, JAVA	3	Sp, Su, Fa,

Our Stories

Kelly Wessell
The place to teach
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

		Wi
OR CSCI 165, Computing Fundamentals I		Sp, Su, Fa, Wi
CIS 227, Web Programming & Design	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
WD 256, Web & Mobile Design Solutions	1	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

* A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

***Per Art Department approval, Web & Mobile Application Design majors do not need to complete ART 111 Photography I prior to enrolling in ART 212 Digital Photography.

**An approved SUNY GEN ED course is recommended.

RDNG 099 - Active Literacy

RDNG 116 - College Reading & Study Skills

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- College in High School
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 65

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages*	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD, BUAD Elective1	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSED213, Job Search*	1	Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business*	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
WINE213, Wine Marketing Internship*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi

Our Stories

Jasmine Fields
An international education
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

WINE200, Sensory Evaluation for Wine and Food Pairing*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD212, Quality Customer Service*	3	Sp, Su, Fa, Wi
HRMG201, Hospitality Law*	3	Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control*	3	Sp, Su, Fa, Wi
WINE202, Beverage Studies*	3	Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BUAD 212, ENGL 100, HRMG 100, HRMG 107, HRMG 201, HRMG 204, PSED 213, WINE 120, WINE 130, WINE 200, WINE 202, WINE 213 and WINE 220.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities elective: SPAN 100 Occupational Spanish is recommended in consultation with the student's advisor.

Math, Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
HRMG201, Hospitality Law	3	Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages	3	Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business	3	Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing	3	Sp, Su, Fa, Wi
WINE202, Beverage Studies	3	Sp, Su, Fa, Wi
WINE213, Wine Marketing Internship	3	Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**25**	

A "C" or better grade is required.

While ENGL 100, 101, 201 or 204 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Our Stories

James Jacob
Family DNA Portraits
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements
- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1. Blackboard Learn is a Web-based application and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and intended to be the most stable as the name implies. This channel is updated roughly every 2-3 weeks for minor releases and 6 weeks for

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn:

- Internet Explorer 6, 7
- Firefox 1.x, 2.0, 3.0 and 3.5
- Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows
- Mac OSX 10.3, 10.4 "Tiger"
- Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at TC3 are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ACCT 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Janelle Boyd
Her vision of success
Full story

Adult Learning at TC3

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Human Resources Administrator

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Jasmine Fields
An international education
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilites Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Vanessa Wikel
Finding her own path
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grievance and Conduct Violation Policies Overview

TC3 is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and TC3 Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Human Resources Administrator
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs(if initially heard by Residence Director) or Vice President for Global Initiatives and Judicial Affairs (if initially heard by Director of Residence Life Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the TC3 community when involved in grievance or conduct violation procedures. The following staff members are specifically

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements
Spring Transfer Day
Form 1098-T Information
Registration Day
Earth Week Activities
Two TC3 Students Recognized by SUNY Chancellor
Final Exam Schedule
Spring Academic Calendar
Electronic Transcript Delivery Now Available
Wildenstein, DeGraff, Blanchard Named All Region
Four Men's Soccer Players Named All Region
Know Your Emergency Exits

identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Debbie Lacko, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Human Resources Administrator, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's TC3 MyMail account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, TC3 ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and the file shall be considered confidential and maintained by the maker for a period of three years.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Vice President for Global Initiattives and Judicial Affairs	Walter L. Poland	230	
Director of Residence Life & Judicial Affairs	Darese Doskal-Scaffido	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Human Resources Administrator	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	Amy Trueman	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Associate Dean for Curriculum and Academic Records	Jane Hammond	229	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3.biz Link to Success

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to: reduction in grade, elimination of grade, and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. These recommendations and a report of the violation shall be sent to the provost within five class days. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a permanent or temporary notation that the student has violated the Policy on Academic Integrity will be made on the official academic records of the student. Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Classroom Behavior

TC3 values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to, interruptions through use of cell phones or other electronic devices, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, and inappropriate language and tone. Instructors may remove a student for the class session in which such disruptive behavior becomes continuous or serious, and may begin disciplinary proceedings in accordance with the TC3 Non-Academic Code of Conduct.

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses, within two weeks of the beginning of the following semester;
- for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Marc Harrison
Inspiration at any age
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

TC3 supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other TC3 staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Human Resources Administrator/Affirmative Action Officer to assist with trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Human Resources Administrator should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or TC3 Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all interested parties of the

Our Stories

Holly McBean
Making her dream possible
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another user's ID or password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Privacy

Each user account is protected from unauthorized access by requiring the use of a unique password to identify the legitimate user. No user

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy

The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Techonology Office (201) and the library.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Statement of Responsibilities
As members of the TC3 community, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by Tompkins Cortland Community College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residence life staff, dining services staff, and campus policestaff acting in the performance of their duties.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds, alteration or fraudulent possession or use of documents or instruments of identification.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or consent of the partner, engaging in acts of peeping or voyeurism.

Consent is defined as spoken words or behavior that indicates, without a doubt to either party, a mutual agreement to participate in sexual intercourse or other sexual activities. Indicators of consent do not include silence or past or present sexual relationships. A person is deemed incapable of consenting when the person is mentally defective, mentally incapacitated, physically helpless (whether induced by drugs, alcohol, or otherwise), or asleep. A person can withdraw consent at any time. The use of alcohol or other drugs cannot be considered an excuse for sexual misconduct. Rape or sexual misconduct can be committed by a friend, acquaintance, or stranger.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on Collegeowned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland
Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity or on any College property under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

Good Samaritan Policy - Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. If you see someone who needs help, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. While the College cannot eliminate consequences resulting from violations of the Code of Conduct or state and federal law, efforts will be made to lessen sanctions for students who acted as Good Samaritans and summoned aid. Isn't that what you would want someone to do for you?

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community Collegeowned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the TC3 judicial system.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime…)
- Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result,is sanctioned through a judicial hearing process, that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer if responsibility is determined based on the evidence available.

5. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney in representation of his/her student client is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the administrative procedures and charges will be explained, documentation and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

6. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

7. In determining a sanction, the judicial hearing officer will consider a student's previous judicial violations as well as engagement in his or her academic program

8. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student in violation (or the victim in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Vice President for Global Initiatives and Judicial Affairs. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Removal from the College Housing System

The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for

such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College
The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the ollege or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Public Safety (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester
During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year. Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning
Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution
Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules
Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline may result in further disciplinary action.

Community Service
Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges
Exclusion from specifically stated facilities, services, or activities for a designated period of time. Examples include, but are not limited to, loss of driving or parking privileges, prohibition from entering certain or all residence halls or the athletic facility, prohibition from attendance at or participation in College-sponsored activities, room change restrictions, and prohibition from sponsoring events.

Residence Hall Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Disciplinary Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College.

Residence Hall Reassignment
In the event that in the judicial hearing officer's assessment the student and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal
The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College.

Suspension
Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties until s/he is readmitted.

Expulsion
Permanent termination of the student’s status at the College. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties.

Sanctions for Alcohol and Other Drug Violations
Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; dditional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to the Options program.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to TC3.

Failure to complete sanctions
Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the same type.

Parental Notification
In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college’s discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student’s continued living in the residence halls or enrollment in the college.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades)

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Examples of this form of sexual harassment would include but are not limited to:

Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.

Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.

Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.

Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).

Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.

Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.

Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination / Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion,

sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a omplaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@TC3.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Human Resources Administrator
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will omplete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

- Includes the filing of a formal complaint
- Involves the appointment of a hearing panel
- Calls for a formal investigation of all the elements of a complaint.
- Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only. All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or TC3 Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

News & Announcements

Spring Transfer Day

Form 1098-T Information

Registration Day

Earth Week Activities

Two TC3 Students Recognized by SUNY Chancellor

Final Exam Schedule

Spring Academic Calendar

Electronic Transcript Delivery Now Available

Wildenstein, DeGraff, Blanchard Named All Region

Four Men's Soccer Players Named All Region

Know Your Emergency Exits

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Janelle Boyd
Her vision of success
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the TC3 campus or affiliated with TC3. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the TC3 community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the TC3 community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

- Office of Public Safety/Campus Police, Room 118, 844.6511
- Carolyn Boone, coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283
- Sharon Dovi, affirmative action officer, Room 219, 844.8222, Ext. 4251
- Seth Thompson, director of Multicultural Services, Room 230, 844.8222, Ext. 4358

TC3 law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at orientation and throughout the year by the Office of Counseling,

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Career, Transfer Services.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2014-15 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the TC3 community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking
This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct
This offense includes sexual intercourse without consent and deviate sexual intercourse without consent. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape
This series of offenses includes sexual intercourse with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act
This series of offenses includes oral or anal sexual conduct with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching
This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse
This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent due to physical helplessness, or due to the person being under the age of

Our Stories

Vanessa Wikel
Finding her own path
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

consent. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Intimate Partner Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the “same family or household” include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Sections of the New York State Penal Law that relate to domestic or intimate partner violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

- Disorderly Conduct
- Harassment
- Menacing
- Reckless Endangerment
- Criminal Obstruction of Breathing or Blood Circulation
- Strangulation
- Assault
- Any other offense that constitutes a crime against the person

Penalties for the above crimes can include imprisonment for periods ranging from 6 months to 25 years. Criminal and civil court actions may also result in Orders of Protection and other sanctions.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, douche, or change your clothes; contact Office of Public Safety immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim’s fault.

Victims have the right to pursue adjudication of crimes occurring on the TC3 campus through criminal courts and/or through the college’s internal disciplinary process (under the Student Code of Conduct). TC3 peace officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action
Where there is probable cause to believe the College’s regulations prohibiting sexual assault, domestic/intimate partenr violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Protection of the victim
The College will make every effort to be responsive and sensitive to the victims of these serious crimes. Protection of the victim and

prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the victim and the accused both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Victim's Rights

The right to have a person or persons of the victim's choice accompany the victim throughout the disciplinary hearing.

The right to remain present during the entire proceeding.

As established in state criminal codes, the right to be assured that his/her irrelevant past sexual history will not be discussed during the hearing.

The right to make a "victim impact statement" and to suggest an appropriate penalty if the accused is found in violation of the code.

The right to be informed immediately of the outcome of the hearing as allowed by law.
During the disciplinary process, the rights of the "accused" are as described under the student Non-Academic Codebof Conduct.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate,

Our Stories

Carrie Buchanan
A tradition of service
Full story

CAREER COACH
more than a job

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

to enforce these regulations.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Victim's Rights

When a member of the TC3 community has been the victim of an alleged act of misconduct that violates the physical and/or mental welfare of an individual, the victim should expect that the student conduct system shall respond in a caring, sensitive manner that allows the victim to utilize the student conduct process unimpeded, while still maintaining the rights of the accused student. In cases including but not limited to sexual assault, physical assault, hazing, and harassment, the Office of Judicial Affairs will review each case for alleged victims and will inform individuals when victim status has been assigned.

The following rights shall be provided to victims of alleged offenses:

A. A victim has the right to be treated with dignity and compassion by the Office of Judicial Affairs, and by all persons involved in the disciplinary process.

B. A victim has the right to information pertaining to the campus student conduct process and appropriate referrals for information on the criminal process.

C. A victim has the right to information pertaining to counseling assistance available to her/him on and off campus.

D. A victim has the right to assistance throughout the student conduct process, including the right to have an advisor/support person present at all proceedings.

E. A victim has the right to due process protections, including the right to written notification of a hearing, the right to hear all information presented, the right to present information and witnesses, and the right to notification of the final results of a hearing (for victims of crimes of violence or non-forcible sexual offenses).

F. A victim has the right to testify from another location as long as it does not infringe upon the rights of the accused student to have a fair hearing.

G. A victim has the right to have any unrelated past behavior excluded from the hearing process. The Office of Judicial Affairs shall determine what constitutes unrelated behavior.

H. A victim has the right to submit a written impact statement to the Office of Judicial Affairs, which will be considered only in sanctioning, should there be a finding of violation against the accused student. The victim impact statement will remain a part of the record through all levels of appeal.

I. A victim has the right to not have her/his identity released by the College throughout the student conduct process in relation to campus and other media, and from all other uninvolved parties.

J. A victim has the right to expect to be free from intimidation and harassment throughout the student conduct process.

K. A victim has the right to request that campus personnel take the necessary steps reasonably available to prevent unwanted contact or proximity with the alleged assailant(s). This could include modification of living arrangements and/or class schedule.

L. In cases where the victim is a victim of sexual harassment, sexual assault, rape and/or sexual violence only, the victim has the right to appeal the finding or sanction as described in the Right of Appeal section.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

zimride by enterprise

SAVE money SHARE a ride

News & Announcements

- Spring Transfer Day
- Form 1098-T Information
- Registration Day
- Earth Week Activities
- Two TC3 Students Recognized by SUNY Chancellor
- Final Exam Schedule
- Spring Academic Calendar
- Electronic Transcript Delivery Now Available
- Wildenstein, DeGraff, Blanchard Named All Region
- Four Men's Soccer Players Named All Region
- Know Your Emergency Exits

Right of Appeal

The student in violation (or the victim in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Vice President for Global Initiatives and Judicial Affairs. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

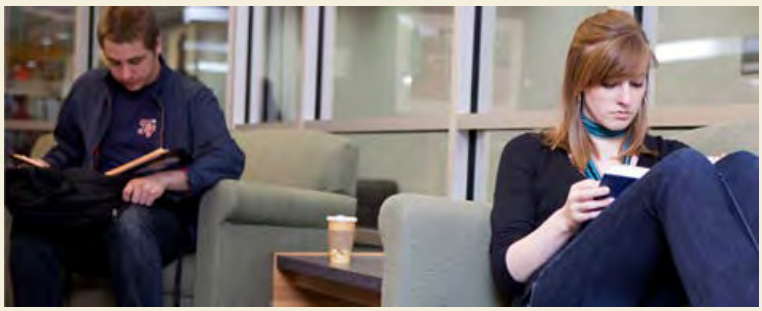
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog



The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Past Academic Catalogs

2012-2013

2011-2012

Course Descriptions by Academic Year

2012-2013

2011-2012

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

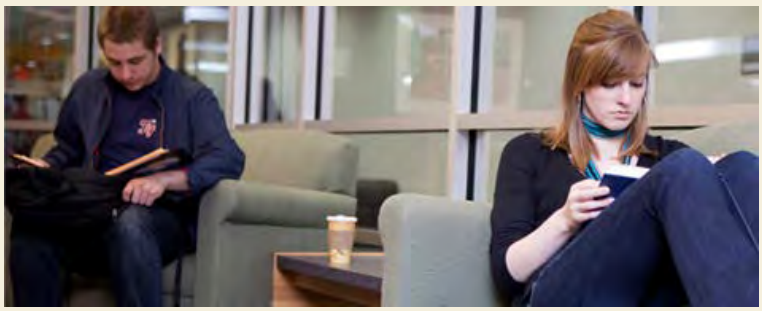
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog



The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Past Academic Catalogs

2012-2013

2011-2012

Course Descriptions by Academic Year

2012-2013

2011-2012

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

Derik Rich
A place to find yourself
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates

View All | Transfer (A.S.) | Transfer (A.A.) | Career (A.A.S.) | Certificate

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Forensics
A.A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Electrical Engineering Technology
A.A.S. Degree, Certificate

Engineering Science
A.S. Degree

Entrepreneurship
A.A.S. Degree

Environmental Studies
A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management

New for Fall 2014

Culinary Arts, A.A.S. Degree

Anticipated Program

Sustainable Farming and Food Systems

This program has been approved by the TC3 Board of Trustees and is awaiting state approval.

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A.A.S. Degree

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

International Studies
A.S. Degree

Liberal Arts and Sciences – Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences – General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences – Humanities
A.A. Degree

Liberal Arts and Sciences – Math/Science
A.S. Degree

Liberal Arts and Sciences – Social Science
A.S. Degree

Liberal Arts and Sciences – Women & Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Office Management and Administration
A.A.S. Degree, Certificate

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Web & Mobile Application Design
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should

confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Online Learning

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your TC3 online course using any Internet connection, anytime, anywhere. And if you have a smartphone or other mobile device, you now have the ability to access and update much of your course content from your mobile device using the Blackboard Mobile™ Learn for ANGEL application. Search for "Blackboard Mobile Learn" in your App Store.

Degrees Offered Fully Online

These TC3 degree programs can be completed fully online:

- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Hotel and Restaurant Management, A.A.S.
- Liberal Arts and Sciences: General Studies, Individual Studies Sequence, A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These TC3 certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

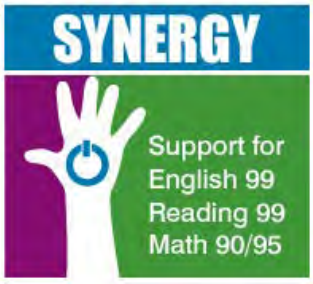
Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.A.S., A.S., Certificate
- Business Administration, A.S.
- Chemical Dependency Counseling, A.A.S.
- Computer Forensics, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Entrepreneurship, A.A.S.
- International Business, A.S.

Our Stories

Blaze Sanders
Big dreams
Full story



News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Liberal Arts and Sciences: Adolescent Education, A.S.

Liberal Arts and Sciences: General Studies, Exploratory, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.S.

Web & Mobile Application Design, A.A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Office Management and Administration, A.A.S., Certificate

Sport Management, A.S.

Wine Marketing, A.A.S.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

For more information about taking online courses,
Email OnlineLearning@TC3.edu or call 607.844.6580, ext. 4399

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2013	Dryden	Evening
Summer	2014	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
DRAF	ECHD	ECON	EDUC	ELEC
EMT	ENGL	ENSC	ENVS	ESL
FITN	FREN	FSS	GEOG	GEOL
GERM	HLTH	HRMG	HSTY	HUMN
HUMS	IED	IRM	ITAL	MATH
METR	MUSI	NURS	OFFC	PARA
PARC	PHIL	PHSC	POSC	PSED
PSYC	RDNG	RECR	RUSN	SOCE
SOCI	SPAN	SPMT	WD	WGST
WINE				

Search

Guide to disciplines

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor, the appropriate department chairperson, or the Dean of Instruction.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Register for Classes

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 215)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Spring Break Week
March 17–March 20, 8 a.m.–6 p.m.
Friday, March 21, Closed

Fall and Spring Semesters
Monday–Thursday, 8:30 a.m.–8 p.m.
Friday, 8:30 a.m.–4 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Note
There will be no access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit through the front doors.

Cortland Extension Center

22 West Court Street
Cortland, NY
607.756.5275

Spring Break Week
March 17–March 20, 8 a.m.–6 p.m.
Friday, March 21, Closed

Fall and Spring Semester
Monday 8 a.m.–12:30 p.m.; 12:45 p.m.–8 p.m.
Tuesday–Thursday 8 a.m.–8 p.m.
Friday, 8:30 a.m.–3:30 p.m.
Saturday and Sunday, Closed

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

1.607.756.5275

Register Online

You can register online if you meet certain criteria and are authorized by your advisor.

- Sign in to myTC3 and select myINFO
- Select "Register," then select "Register for Courses"
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment/Prerequisites

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at TC3. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email or call the Enrollment Services Center

Call 607.844.6580 or Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes. TC3 offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. To enroll in a course once the "add" deadline has passed, students are required to obtain the Dean of Instruction's signature in addition to their advisor and instructor's signatures.

Dropping/Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at TC3 at any time. Students at Cortland may cross-register for one course at TC3 as well.

Grades earned in such courses will not appear on the TC3 transcript, nor will they count toward a student's GPA at TC3. Students are responsible for having official transcripts sent to TC3 after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of "X" will be made on the student's academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Alumni Association Auditors: If you are a member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may

audit, free of charge, one course per year. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at TC3 if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at TC3 will be approved. Contact the Academic Records Office for further information.

A COLLEGE *of* THE STATE UNIVERSITY *of* NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of TC3 program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Transfer Assistance

Visit the Counseling, Carrer, and Transfer Services office for transfer assistance.

Graduate Profile

TC3 graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- Electrical Engineering Technology
- New Media

Alfred University

- Liberal Arts and Sciences – General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences – General Studies

Binghamton University

- Accounting
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Humanities
- Liberal Arts and Sciences – Math/Science
- Liberal Arts and Sciences – Social Science
- Liberal Arts and Sciences – Women & Gender Studies
- Nursing
- Paralegal
- Sport Management

Buffalo State College

- Biotechnology
- Broadcast Production

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Communication and Media Arts
Criminal Justice
Digital Cinema
Engineering Science
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography

Canisius College
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Math/Science

Cazenovia College
Criminal Justice
Liberal Arts and Sciences – General Studies

Clarkson University
Engineering Science

College of St. Rose

Columbia University
Liberal Arts and Sciences – Math/Science

Cornell University
Biotechnology
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Digital Cinema
Engineering Science
Environmental Studies
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
New Media
Paralegal
Photography

CUNY Brooklyn College

Elmira College
Early Childhood
Human Services
Nursing

Empire State College
Accounting
Business Administration
Chemical Dependency Counseling
Construction and Environmental Technology
Human Services
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Nursing
Paralegal

Fashion Institute of Technology
Graphic Design

Hilbert College

Criminal Justice
Paralegal

Hobart and William Smith Colleges
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science

Hunter College, City University of New York
Human Services

Ithaca College
Accounting
Broadcast Production
Business Administration
Chemical Dependency Counseling
Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Photography
Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

John Jay College of Criminal Justice
Criminal Justice

Keuka College
Early Childhood
Human Services
Nursing

New York University
Creative Writing
Digital Cinema

Pratt Institute
Graphic Design

Roberts Wesleyan College
Early Childhood

Rochester Institute of Technology
Biotechnology
Computer Information Systems
Computer Science
Construction and Environmental Technology
Electrical Engineering Technology
Engineering Science
Graphic Design
Liberal Arts and Sciences – Math/Science
New Media
Photography

Web & Mobile Application Design

St. John's University

Liberal Arts and Sciences – Social Science

St. John Fisher College

Broadcast Production

Communication and Media Arts

Sport Management

Stony Brook University

Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Brockport

Business Administration

Chemical Dependency Counseling

Computer Science

Creative Writing

Criminal Justice

International Business

Liberal Arts and Sciences – Women & Gender Studies

Paralegal

Recreation: Exercise Studies

Recreation: Recreation Leadership

Sport Management

SUNY College at Cobleskill

Biotechnology

Liberal Arts and Sciences – General Studies

SUNY College at Canton

Human Services

Liberal Arts and Sciences – General Studies

Paralegal

SUNY College at Cortland

Accounting

Biotechnology

Broadcast Production

Business Administration

Chemical Dependency Counseling

Communication and Media Arts

Computer Information Systems

Computer Science

Creative Writing

Criminal Justice

Digital Cinema

Early Childhood

Environmental Studies

Graphic Design

Human Services

International Business

Liberal Arts and Sciences – General Studies

Liberal Arts and Sciences – Humanities

Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Social Science

Liberal Arts and Sciences – Women & Gender Studies

New Media

Paralegal

Photography

Recreation: Exercise Studies

Recreation: Outdoor Recreation

Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry
Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences – Math/Science

SUNY College at Fredonia
Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
New Media

SUNY College at Geneseo
Communication and Media Arts
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Oneonta
Business Administration
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
New Media

SUNY College at Oswego
Broadcast Production
Business Administration
Communication and Media Arts
Criminal Justice
Digital Cinema
Graphic Design
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography

SUNY College at Plattsburgh
Broadcast Production
Chemical Dependency Counseling
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Recreation: Recreation Leadership

SUNY College at Potsdam
Computer Science

SUNY College at Purchase

Broadcast Production
Creative Writing
Liberal Arts and Sciences – Women & Gender Studies

SUNY Delhi
Business Administration
Nursing

SUNY Institute of Technology
Accounting
Computer Information Systems
Electrical Engineering Technology
Engineering Science
Sport Management

SUNY Morrisville State College
Recreation: Exercise Studies

SUNY New Paltz
Communication and Media Arts
Early Childhood
Graphic Design
International Business
Liberal Arts and Sciences – Women & Gender Studies
Photography

SUNY Upstate Medical University
Biotechnology
Nursing

Syracuse University
Chemical Dependency Counseling
Digital Cinema
Graphic Design
Human Services
Liberal Arts and Sciences – General Studies
Paralegal
Sport Management

University of Buffalo

Utica College
Nursing
Paralegal

Wells College
Computer Science
Criminal Justice
Human Services
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Paralegal

Out of State Opportunities

Arizona State University

Boston University
Digital Cinema

Champlain College
Web & Mobile Application Design

East Stroudsburg University
Graphic Design

Emerson College

Creative Writing
Digital Cinema

Jacksonville University

Florida State University – College of Motion Picture Arts
Digital Cinema

Full Sail University
Broadcast Production

Green Mountain College
Recreation: Outdoor Recreation

Indiana University at Indianapolis
Sport Management

Jefferson School of Health Professions
Biotechnology

Johns Hopkins University
Engineering Science

Lock Haven University
Recreation: Outdoor Recreation
Recreation: Recreation Leadership

Mansfield University
Liberal Arts and Sciences – General Studies
Sport Management

Ohio Wesleyan
Sport Management

Old Dominion University

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences – General Studies

San Diego State University

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences – Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of Massachusettes Dartmouth

University of New England
Environmental Studies

University of North Carolina School of the Arts (Winston-Salem)
Digital Cinema

University of North Carolina Wilmington

University of Texas at Austin
Digital Cinema

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences – General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences – General Studies

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Academic Calendar

Academic Calendar

TC3 offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the TC3 Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Services

Student Services

Our mission is student success, and the TC3 community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to TC3, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about TC3's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

TC3 offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at TC3, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, TC3 is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

Rosanna Perez
Opening her mind
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Regulations

Transfer Credit Policy

Transfer courses are evaluated individually. Credits for all courses passed with a letter grade of C or higher at regionally accredited institutions and recorded on official transcripts will be evaluated and may be accepted for applicability to specific Tompkins Cortland degree or certificate requirements. College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the institution where the courses were taken is accredited by the Ministry of Education in that country. Grades and credits earned at another institution are not calculated into a student's grade point average at TC3.

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the TC3 website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Our Stories

Marc Harrison
Inspiration at any age
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Credit/Contact Hours

Following State University of New York (SUNY) regulations, TC3 has adopted the following definitions and practices regarding credit and required contact hours.

A semester credit hour is normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of not less than fifteen weeks. This basic measure may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

I. Lecture, seminar, quiz, discussion, recitation

A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom instruction with a normal expectation of two hours of outside study for each class session. Typically, a three-semester credit hour course meets three 50-minute sessions per week for fifteen weeks for a total of 45 sessions.

II. Activity supervised as a group (laboratory, field trip, practicum, workshop, group studio)

A semester credit hour is awarded for the equivalent of fifteen periods of such activity, where each activity period is 150 minutes or more in duration with little or no outside preparation expected. Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour. Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

III. Supervised individual activity (independent study, individual studio, tutorial)

a) One credit for independent study (defined as study given initial guidance, criticism, review and final evaluation of student performance by a faculty member) will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

b) Credit for tutorial study (defined as study which is given initial faculty guidance followed by repeated, regularly scheduled individual student conferences with a faculty member, and periodic as well as final evaluation of student performance) will be awarded on the basis of one semester hour credit for each equivalent of fifteen contact hours of regularly scheduled instructional sessions."

Credit/Contact Hour Source: SUNY Policy
Document Number: 1305
Effective Date: June 30, 1976

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising TC3 faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the Academic Records Office regarding degree status. A student who

applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Faculty

Meet Our Faculty

Amidon-Staley, Deborah
Professor, Biology

Ansbro, Marianne
Professor, Coordinator of Disney Program

Bethony, Danielle
Associate Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cambridge, Joseph
Professor, English

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena, Milagros
Associate Professor, Nursing

Cerretani, Susan
Associate Professor, English

Chase, Lawrence
Professor, Business

Ensign, Mary Ellen
Instructor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Assistant Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Assistant Professor, Mathematics

Gilewski, Amber
Assistant Professor, Psychology

Gold, Darlene, Ph.D.
Associate Professor, English

Grossman, Richard
Professor, Reading

Guest, Christine
Assistant Professor, Communication and Media Arts

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Hinchcliff, Robin
Associate Professor, English Speakers of Other Languages

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Hodack, Dianne
Instructor, Graphic Design

Imo, ThankGod
Professor, Accounting

Jacob, James R., Ph.D.
Professor, Biology

Johnson, Danielle
Assistant Professor, Nursing

Johnson, Kimari
Assistant Professor, English

Kleitz, William
Professor, Electrical Technology

Littell, Harry
Assistant Professor, Photography

McCabe, T Paul
Insructor, English

McCabe, Timothy
Assistant Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McEwan, Kenneth
Professor, Human Services

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Assistant Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moody, Frank (Bud)
Professor, Office Administration

Moore, Paula
Associate Professor, Nursing

Moser, Sandra
Associate Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pasto, Linda
Professor, Nursing

Pastorello, Karen, Ph.D.
Professor, History

Piery, Miguel
Professor, Modern Languages

Powell, Marsha
Professor, Computer Forensics

Pukstas, Daniel, Ph.D.
Professor, English

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.

Professor, Psychology

Regula, Anna
Assistant Professor, Reading

Sambolec, Eric, Ph.D.
Associate Professor, Psychology

Sammis, Carol
Associate Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Professor, Nursing

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Assistant Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Snyder, David
Professor, Sport Management

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Associate Professor, Hotel and Restaurant Management

Starmer, Ronald
Professor, English

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Tate, Philip
Professor, English

Testa, Paul
Professor, Construction Technology

Vande Berg, Travis, Ph.D.
Associate Professor, Sociology

Wendt, Donna
Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Wessell, Kelly, Ph.D.
Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

Accreditation

TC3 is fully accredited by the Board of Regents of the University of the State of New York and by the Commission of Higher Education of the Middle States Association of Colleges and Schools. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at TC3. Transfer credit is not calculated into a student's grade point average at TC3.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at TC3 as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at TC3.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at TC3 if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

effect individualized home instruction plan (IHIP) pursuant to section 100.10 of the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at TC3. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2013 Deadline: July 15

TC3 will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2013 Deadline: July 15

TC3 will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students who are on Repeat Suspension

Fall 2013 Deadline: May 15

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing

before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application.If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Updated 1/14/13

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Life

With active clubs and organizations, a successful athletics programs, and more than 800 beds on campus, student life at TC3 is incredibly active. In addition to activities, you can also find information about transportation to and from campus, information about safety on campus, multicultural programs, and more.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Spring 2014

General Dates

Faculty Returns — January 16 (R)
Martin Luther King Day - College Holiday — January 20 (M)
Classes Begin — January 23 (R)
Mid-Winter Day - No Day or Evening Classes — February 28 (F)
Spring Break - No Day or Evening Classes — March 17-March 22 (M-A)
Spring Day - College Holiday — March 21 (F)
Mid-Semester Progress Reports Due — March 24 (M)
Prospective Student Open House — April 4 (F)
Registration Day - No Day Classes — April 17 (R)
*Final Exam Week — May 12 - 16 (M - F)
Classes End — May 16 (F)
Grades Due — May 19 (M)
Nursing Recognition Ceremony — May 20 (T)
Commencement — May 22 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 23 – May 16
last day to add — February 5 (W)
last day to drop — February 12 (W)
last day to withdraw W — April 3 (R)
last day to withdraw WP/WF — May 7 (W)

First 5-week classes
January 23 – February 26
last day to add — January 27 (M)
last day to drop — January 29 (W)
last day to withdraw W — February 12 (W)
last day to withdraw WP/WF — February 21 (F)

Second 5-week classes
February 27 - April 10
last day to add — March 4 (T)
last day to drop — March 6 (R)
last day to withdraw W — March 27 (R)
last day to withdraw WP/WF — April 4 (F)

Third 5-week classes
April 11 – May 16
last day to add — April 15 (T)
last day to drop — April 18 (F)
last day to withdraw W — May 2 (F)
last day to withdraw WP/WF — May 9 (F)

First 7 ½-week classes
January 23 – March 14
last day to add — January 29 (W)
last day to drop — January 31 (F)
last day to withdraw W — February 21 (F)
last day to withdraw WP/WF — March 10 (M)

Second 7 ½-week classes
March 24 – May 16
last day to add — March 28 (F)
last day to drop — April 2 (W)
last day to withdraw W — April 25 (F)
last day to withdraw WP/WF — May 9 (F)

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Late Start classes
February 27 – May 16
last day to add — March 7 (F)
last day to drop — March 13 (R)
last day to withdraw W — April 18 (F)
last day to withdraw WP/WF — May 9 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

General Education

SUNY General Education

All Approved Courses

Approved Courses Available Online

CRITICAL THINKING

TC3 graduates will:

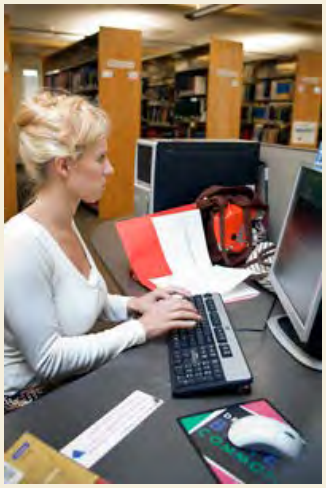
Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.



Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

TC3 graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

TC3 graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

TC3 Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

TC3 graduates will:
Begin to understand how their lives shape and are shaped by the complex world in which they live.

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

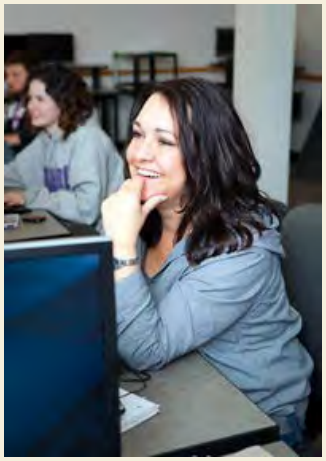
Honors College

A Community of Scholars

Requirements

PSYC 103

The TC3 Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.



Honors College Curriculum

The honors curriculum is available to students enrolled in a TC3 degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take honors sections of English composition, literature, sociology, and psychology. In some cases, these courses are included in program degree requirements. In other cases, honors courses will be taken in addition to courses required for a degree. Typically, students enroll in two of the four required honors sections in their first semester and the other two in their second semester. Class sizes will be limited to 20 students.

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at TC3. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Phi Theta Kappa

Phi Theta Kappa – an honor society

Phi Theta Kappa (PTK) is an international honor society for two-year colleges.

According to the organization, "the purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence."

Member eligibility

A chapter of Phi Theta Kappa, Alpha Gamma Nu, was established at the Tompkins Cortland Community College in 1977. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 30 or more credit hours, or have attained a 3.8 GPA for 15 credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

Non-members participating in PTK activities

Many students, including non-members, get involved in anticipation of being invited into PTK while other students get involved simply to participate in events and activities that promote leadership, scholarship, service, and fellowship.

PTK activities and meetings

PTK meets Mondays at noon in room 121E.

Many of the chapter's local activities are derived from programming topics and outlines suggested by the Phi Theta Kappa headquarters. Each year, the TC3 chapter completes a College Project, which is designed to support the college and its goals. Past College Projects have included activities such as hosting Community College Completion Day, honoring faculty, or assisting with commencement.

The TC3 chapter has been a part of Honors in Action: the Phi Theta Kappa Honors Program, which provides opportunities to apply research and practice real-world problem solving by developing an in-depth, action-oriented project. Past projects have led to student presentations on the role of social media in democracy and the role of competition in education and the lives of students.

Our Stories

Kelly Wessell
The place to teach
Full story

invent
a sustainable future.
See our Degree Programs

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

The TC3 chapter is also committed to many service projects, such as organizing road side clean-ups, donating to Books for Africa, and working with the Make-A-Wish Foundation.

The chapter often travels to regional and national Phi Theta Kappa conferences to take advantage of the opportunity to meet inspirational and accomplished professionals and to help develop programs, leadership skills, and relationships with other chapters.

If you cannot make our weekly meetings but are interested in participating in listed activities, please feel free to contact any of the PTK advisors, officers, or members for more details.

PTK advisors

PTK advisors Kimari Johnson or Travis VandeBerg can be contacted at PTK@TC3.edu.

Once you receive your invitation from TC3

Membership fee

The membership fee is a one-time fee. Membership can be transferred to other two-year colleges. Once inducted, you are a member for life. Phi Theta Kappans are considered alumni when they leave the chapter in good standing through graduation, transfer or other means.

You may be able to find help covering your membership fee. Please talk to one of the advisors for more information.

Financial Benefits of Phi Theta Kappa

Most of the information promoting Phi Theta Kappa (PTK) refers to the financial benefits of becoming a member; more specifically, it refers to the transfer scholarships, PTK scholarships, and PTK awards you have access to as a member. Please note, in general, transfer scholarships (such as automatic tuition reduction) are available to all members, but the amount and number of these scholarships does depend on the colleges and/or universities you are applying to. Qualifying for transfer scholarships can be as simple as verifying membership.

On the other hand, applications for PTK sponsored scholarships and awards are often more rigorous and may be more competitive, but they are usually more prestigious and more valuable. Participating in your local PTK chapter here at TC3 can often provide the experience needed to become a strong applicant for these awards.

Once you become a member, you will receive regular updates regarding upcoming scholarships, awards, grants, and study opportunities.

You do not have to be active with the local Chapter here to be eligible for PTK awards and scholarship although any help with, participation in, and attendance at PTK events is always appreciated.

Induction

Induction Ceremonies help us recognize you, and all new inductees and their family and friends are invited and encouraged to attend. At Induction, you will be formally introduced to our College administrators, including the College president, vice president and provost, and the dean of instruction. Chapter officers and advisors, often joined by faculty and members of the board of trustees, will initiate you into the spirit and mission of our honor society. It is an event not to be missed!

Making the Most of your Membership

Once you join, weekly minutes will keep you informed of our Chapter's activities, upcoming events, and ways in which you can get involved. The Official Phi Theta Kappa site (www.ptk.org) will also provide information about national PTK news and events along with your PTK individual and chapter profiles.

Remember, there are many benefits to being an active member, including opportunities to contribute to the school and greater community, to meet fellow interesting PTK members from TC3 and other colleges, and to get the most out of your school work!

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

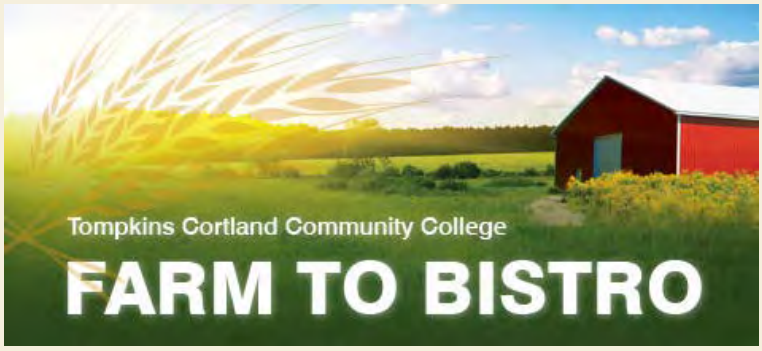
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Farm to Bistro



The future of food is not in a box.

It's in the dirt. It's in a real kitchen with real people.

And it tastes incredible.

The Educational Core

Tompkins Cortland Community College's innovative Farm to Bistro program will give students hands-on experience in every aspect of the food-production system, as the College will operate its own organic farm and supply fresh, local produce to Coltivare, the College's planned downtown Ithaca culinary center.

Farm to Bistro Programs

Culinary Arts

Sustainable Farming and Food Systems

Support Farm to Bistro

Watch the Farm to Bistro video.

The program supports two new degree programs at the College, Culinary Arts and Sustainable Farming and Food Systems, although students in all programs will be able to take classes offered at the farm and Coltivare.

Filling a Need

The Farm to Bistro program is unique in our region, and will address a need for qualified workers in organic farming, culinary arts, hospitality, and food and wine marketing. Local agriculture and related retail continue to grow – our students will lead the way.

Key Components: The TC3 Organic Farm

Students will learn year-round, modern organic vegetable production with the added benefit of doing so in direct relationship with the distribution and preparation needs of Coltivare.

Sustainability will be the focus of the farm, as students experience cultivating the land and working in hoop houses on a farm run free of the commercial energy grid through the use of wind, solar, and geothermal technology.

Ideal location

The TC3 farm is located adjacent to the Dryden campus and provides the ideal opportunity for students to experience food production at a human-scaled, local level. This

Our Stories

Jasmine Fields

An international education

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

dynamic field lab and classroom will
also enrich the curriculum in agriculture, biology, environmental studies, and other classes.

Key Components: Coltivare Culinary Center

The Coltivare culinary center supports the educational mission of Farm to Bistro with teaching labs and real-world experience for students in the restaurant, as well as an event space and tasting room. Under the supervision of professional staff and faculty, students will experience every aspect of the operation.

The Restaurant

Fresh food from the TC3 farm, combined with other local ingredients, will create a distinctly seasonal and unique regional menu.

Students will learn to prepare fresh, hand-crafted foods and learn all aspects of a team-driven restaurant enterprise – meal planning and preparation, professional service techniques, and food and wine pairing expertise. Drawing from TC3's long-standing commitment to international education, Coltivare will have a distinctly global flair, even as it is sourced with local ingredients.

The Learning Labs

Students will practice and perfect food-preparation techniques in separate state-of-the-art teaching labs.

Coltivare also presents community members with an opportunity to join demonstration courses and partake in workforce training. They will benefit from the professional expertise of our international partners and the international experience of faculty and students who have studied across the world.

Wine Tasting

Featuring local wines and beers, Coltivare will highlight the rich variety of wineries and breweries in our area – one of the most diverse and successful wine-growing regions in the world. Students will have the unique educational experience of learning about wine styles, wine pairings, and the wine business while immersed in a culinary setting.

Events

Flexible event space will be available to host public and private tastings, banquets, and other events. Attendees will benefit from Coltivare's freshly sourced local menu, attention to detail, and dedicated service with a unique and Coltivare flair.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3 Sustainability Literacy Program

Earn a special sustainability designation with any TC3 degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements
Requirements and approved electives (pdf)

Sustainability Efforts on Campus
Find out what faculty, staff and students are doing on campus

An Emerging Field
The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. TC3's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement TC3's associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements
To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Disney College Program

Note: This information is intended for current TC3 students. Students attending TC3 international partner schools should contact their school's international programs office for information about the TC3 Disney International College Program.

What is it?

A full-time internship at Walt Disney World in Orlando, Florida. Students are paid for their work and can receive academic credit at the same time.

Who is eligible?

The program is open to all college students. At TC3, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must contact Melinda Slawson in the TC3 Global Initiatives office to discuss visa regulations.

What are TC3's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a TC3 faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from TC3, as some required courses may only be offered in certain semesters. Students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many TC3 alumni have made careers with Disney World after participating in the College Program. And of

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3.biz Link to Success

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

Students may be placed anywhere at the Walt Disney World Resort, including the Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. More than 20 postions are available in operations, lodging, food and beverage, retail/sales, recreation, and enterntainment. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $7.93 to $8.95 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $86 to $105, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All TC3 Disney students have the option of enrolling in BUAD 261-Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the TC3 Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, write several learning reflections essays, and complete one or more courses on-site at Disney (see below.) Learning activities and assignments will be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:
Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opporunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

TC3 online courses:
Students who are thinking about taking a TC3 online course while at Disney should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to TC3. The tuition amount depends on how many credits the student selects

for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($86 to $105 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the TC3 Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For Fall and Fall Advantage programs, applications are accepted the preceding February and March. For Spring and Spring Advantage programs, applications are accepted the preceding September and October.

1. Submit the TC3 Disney application to the TC3 Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear whether Disney has accepted you anywhere from two to six weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the TC3 WDW pre-departure meeting to be scheduled by the TC3 Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

TC3 Disney Program Coordinator
TC3 Room 214
607.844.8222, Ext. 4258
Email Coordinator

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3's Study Abroad

We Offer Faculty Led Trips

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Center for Global Connections and International Education at 607.844.8222, Ext. 4516, Room 220 for a detailed inquiry packet and application.

NOTE: We may be able to provide information or make recommendations. If you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many TC3 programs feature internship opportunities.

Internship options by degree program area

Business Administration

BUAD261: Walt Disney World College Program

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama

ENGL271: Writing Internship

Creative Writing-Screenwriting

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Office Management and Administration

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

>

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Accounting

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.S.
A.A.S.

Certificate(s)
Accounting

Program Information
Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Ithaca College
- Binghamton University
- University at Buffalo
- SUNY College at Cortland
- SUNY Oneonta
- SUNY Oswego
- SUNY Institute of Technology
- University of Texas San Antonio
- Empire State College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
T.G. Imo
Professor (Accounting/Business)

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Biotechnology

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.

Certificate(s)

Biotechnology

Program Information
Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

- University at Buffalo
- Buffalo State College
- SUNY College at Cobleskill
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Jefferson School of Health Professions
- SUNY Upstate Medical University
- Rochester Institute of Technology

For specific transfer information, contact the Program Chair.

Program Chair

Our Stories

Olu Roberts
A pathway to the future
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Broadcast Production

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At TC3, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Concentration

- Radio
- Television

Program Information

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Communication and Media Arts)
Email

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, a certificate in Business Management is offered for those intending to pursue or advance their employment opportunities in a business related occupation.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.
A.A.S.

Certificate(s)

Business Management

Program Information
Online Degree and Certificate
All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the TC3 enrollment services center for specific information.

Career Opportunities
Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY Delhi
- Empire State College
- SUNY College at Fredonia
- Ithaca College

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

SUNY College at Oswego

SUNY College at Oneonta

SUNY College at Brockport

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs

Larry Chase (A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.A.S. Degree)
Professor (Business)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Chemical Dependency Counseling

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at TC3. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Certificate(s)
Chemical Dependency Counseling

Program Information
Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Our Stories

Crystal Sanchez
A career, not just a job
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- SUNY College at Plattsburgh
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith,Ph.D., LCSW-R, CASAC
Professor (Chemical Dependency Counseling and Psychology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Communication and Media Arts

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree

The communication and media arts program is a transfer program that focuses on broadcast journalism. At TC3 you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.

Emphasis
Broadcast Journalism

Program Information

Career Opportunities

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Forensics

Computer Forensics

(HEGIS: 5505)

A.A.S. Degree
More and more crimes are committed with the aid of computers. Whether they are used in the commission of the crime, as in email harassment or stalking, or used for keeping records of illegal activities such as gambling and embezzlement, the computer must be seized and analyzed. This degree program will help you learn how to provide a secure computer environment and learn techniques for collecting and analyzing computer-related evidence. You will be prepared for an entry-level position in a computer forensics lab, a member of a corporate security team that monitors and investigates suspicious activity, or to enter the law enforcement field. Requirements include a combination of criminal justice and computer technology courses to help you develop the skills needed to work in this growing field. An emphasis on social science coursework is included in the liberal arts and science credits. The remaining credits include courses such as Introduction to Criminal Investigation, SEarch and Seizure, and Economic Crime Investigation. Computer information systems courses will include operating systems and network designs. Intensive research skills will be developed throughout these courses. A dedicated lab provides hands-on experience with investigative tools and evidence gathering.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Program Information
Career Opportunities
The computer forensics A.A.S. degree will provide you with the necessary coursework to accept entry-level positions such as:

Computer systems technician responsible for implementing procedures/software to maintain a secure computer environment for a business/organization

Forensic examiner helping law enforcement obtain evidence to be used in court

Security staff member responsible for monitoring and supporting security systems

Computer support specialists/analysts and technicians are listed among the fastest growing occupations in both the Southern Tier (includes Tompkins and Tioga counties) and the Central Region (includes Cortland county).

Transfer Options
Four-year schools in New York State that offer bachelor's degrees in economic crime investigation and related fields include SUNY College of Farmingdale, Hilbert College, and Utica College. Additionally, Champlain College in Vermont has a computer forensics bachelor's degree that is offered on campus or online.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Marsha Powell
Professor (Computer Information Systems)
Email

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Information Systems

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Program Information
Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

SGA Tompkins Cortland Community College

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Science

Computer Science

(HEGIS: 5101)

A.S. Degree
The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.S.
Sequence
General
Engineering

Program Information
Career Opportunities
Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options
Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Support Specialist

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree

As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Program Information

Career Opportunities

Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options

While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Derik Rich

A place to find yourself

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Construction and Environmental Technology

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Certificate(s)
Construction and Environmental Technology

Program Information
Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Derik Rich
A place to find yourself
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Creative Writing

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish TC3's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.A.

Concentration
- Prose, Poetry, and Drama
- Screenwriting

Certificate(s)
- Creative Writing: Poetry and Prose
- Creative Writing: Screenwriting

Program Information
Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

TC3's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a TC3 screenwriter sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recentgraduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:
- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College
- New York University

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Philip Tate
Professor (English)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.
A.A.S.

Certificate(s)

Criminal Justice

Program Information
Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Department of Public Safety.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Digital Cinema

Digital Cinema

(HEGIS: 5606)

A.S. Degree

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios. Students may also choose (with instructor approval) to participate in the "Hollywood trip," a six-credit travel course that involves educational experiences on-site at television and film sets in Los Angeles.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University

Our Stories

Mick Thomas

Finding his 'Rhythm' at TC3

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Temple University

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Early Childhood

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.
Sequence
General
Transfer

Program Information
Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
The early childhood A.A.S. sequence B degree prepares students for transfer to a bachelor's degree in early childhood education (birth - 2nd grade). Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Assistant Professor (Early Childhood Education)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Electrical Engineering Technology

Electrical Engineering Technology

(HEGIS: 5310)

A.A.S. Degree, Certificate

A complex system of computers and electronics wires our world together. Industries are becoming more dependent on advanced technology and organizations of all kinds need men and women skilled in electronics. The program provides a solid background in analog and digital electronics and in microprocessor and computer programming. The A.A.S. degree prepares you for technician-level positions in research and development, product design, and manufacturing. It also provides a solid academic base for transfer to a four-year institution's bachelor of technology program.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Certificate(s)

Electrical Engineering Technology
Electrical Engineering Technology Level I
Electrical Engineering Technology Level II

Program Information
Career Opportunities
As manufacturers turn to electronics, both as an end product and as a means of controlling production processes, they must find men and women trained in electronics. Graduates of the electrical technology: electronics and computer systems degree program at TC3 fill the needs of these rapidly expanding local, national, and international companies. Recent graduates have found employment at Intertek Testing Services (ITS) Inc., Borg Warner Automotive, Cornell University, and Precision Filters, Inc.

Transfer Options
While the intent of this program is to prepare students for employment, this degree does provide a base for students considering transfer to four-year institutions to pursue a bachelor of technology degree. Recent graduates have continued their education at a four-year college or university for a Bachelor of Science in Electrical Technology degree (B.S.E.T). Transfer institutions include:

Alfred State
SUNY Institute of Technology
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
William Kleitz
Professor (Electrical Engineering Technology)
Email

Our Stories

Ben Currens
More than you might expect
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Engineering Science

Engineering Science

(HEGIS: 5609)

A.S. Degree
Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at TC3 you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.S.

Program Information
Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options
The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Institute of Technology
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair
Paul Testa
Professor (Engineering Science)
Email

Our Stories

Blaze Sanders
Big dreams
Full story

SGA Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Program Information

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor(Economics/Business)
Email

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Environmental Studies

Environmental Studies

(HEGIS: 5499)

A.S. Degree

Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Field Work

Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the TC3 campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities

A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options

The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kelly Wessell, Ph.D.
Associate Professor (Biology)

Our Stories

Kelly Wessell

The place to teach

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Graphic Design

Graphic Design

(HEGIS: 5499)

A.S. Degree

Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options

Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Dianne Hodack
Instructor (Graphic Design)

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates > Hotel and Restaurant Management

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. TC3 is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, certification programs for Food and Alcohol service from National Restaurant Association's SERVSAFE are available through TC3 biz.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Program Information

Career Opportunities

The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options

Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many TC3 Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the TC3 campus.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Culinary Arts

A.A.S. Degree
The Culinary Arts program focuses on the art and science of eating well – with a focus on regional agricultural products that enable the creation of sustainable, local, and fresh cuisine.

Culinary creations are improved by understanding ingredients on a holistic level. With this in mind, our program focuses on these sustainable, healthy, and holistic practices.

Farm to Bistro Programs

Culinary Arts

Sustainable Farming and Food Systems

Support Farm to Bistro

Watch the Farm to Bistro video.

Program Information
The Culinary Arts program teaches aspiring hospitality and culinary students the "farm-to-table" concept driving menus in some of the finest restaurants worldwide. Utilizing products from TC3's own organic farm as part of the College's innovative Farm to Bistro, students will be immersed in the practices of "gastronomy" as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College's downtown Ithaca culinary center Coltivare (scheduled to open within the next two years), complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

Career Opportunities
Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Transfer options
Graduates may continue their education via transfer to a four-year college or university.

- Paul Smith's College
- Johnson & Wales University
- SUNY College at Plattsburgh
- SUNY Delhi
- The Culinary Institute of America

For specific transfer information, contact the Program Chair.

Program Chair
Susan Stafford
Associate Professor (Hotel and Restaurant Management, Wine Marketing, Culinary Arts)
Email

Culinary Arts AAS (Semester Plan)

Requirement	Title	Credits
Fall Semester		
ENGL 100*	Academic Writing I	3
ENVS 110	Food Systems I Seminar:Dilemmas	2

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

HRMG 100	Introduction to Hospitality	3
CULI/HRMG 101	Food Preparation I	4
CULI/HRMG 105	Safety and Sanitation	1
WINE 120	Survey of Wine & Beverages	3
Total		16
Spring Semester		
BIOL 114	Essentials of Nutrition	3
ENGL 101	Academic Writing II	3
ENVS 111	Seminar in Food Systems II: Rebuilding the Food System	2
CULI/HRMG 102	Food Preparation II	4
CULI 160	Back-of-House Kitchen Practicum	2
MATH Elective		3
Total Credits		17
Fall Semester 2		
CAPS 121	Introduction to Spreadsheets	1
BUAD 103 **OR** BUAD 106 OR BUAD 219	Entrepreneurship I OR Foundations of Business OR Human Resource Management	3
CULI 205	Garde Manger & Catering Kitchen	4
ENGL 201 **OR** ENGL 204	Fundamentals of Speech OR Fundamentals Interpersonal Communication	3
ENVS 112	Food Systems Seminar III – New Directions	2
Total Credits		13
Spring Semester 2		
CULI 270	Restaurant Operations & Front of House Practicum	4
ENVS 105 Environmental Ethics **OR** Foreign Language Elective		3
HRMG 107	Safe Alcohol Handling	1
HRMG 206	Food & Labor Cost Control	3
WINE 202	Beverage Studies	3
Total Credits		14

Minimum Required Credits 60

*Students who place directly into ENGL 101 must replace these credits with a three credit liberal arts & sciences elective.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Sustainable Farming and Food Systems

A.A.S. Degree*
Vibrant local and organic food movements have been sprouting up across the country, and the Finger Lakes region has been ahead of the curve in this movement: We have a plethora of successful diverse vegetable farms in the area, a variety of CSA options, and perhaps most-importantly, a high demand for local, organic food. These things have helped raise awareness and reconnect this area to its agricultural roots. Students entering the Sustainable Farming and Food Systems program at TC3 have the opportunity to play a role in this movement.

Farm to Bistro Programs

Culinary Arts

Sustainable Farming and Food Systems

Support Farm to Bistro

Watch the Farm to Bistro video.

Program Information
The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on TC3's main campus and work closely with food retailers, restaurants, as well as the TC3 Eatery and the College's planned Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro program.

Career Opportunities
This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

*This program has been approved by the TC3 Board of Trustees and is awaiting state approval.

Program Chair
Kelly Wessell
Professor (Biology)
Email

Sustainable Farming and Food Systems AAS (Semester Plan)

Fall Semester

ENVS 115	Sustainable Farming I: Fall Crop Production and Post-Harvest Handling	4
CAPS 121	Introduction to Spreadsheets	1
ENVS 107 Economy, Society and the Environment OR SOCI 101 Introduction to Sociology OR CULI/HRMG/WINE Elective1		3-4
ENGL 100*	Academic Writing I*	3
ENVS 101	Biological Resource Conservation	3

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

ENVS 110	Food Systems Seminar I: Dilemmas	2
Total		16-17

Spring Semester

ENVS 140	Sustainable Farming II: Preparation and Planting	4
MATH Elective		3
ENGL 101	Academic Writing II	3
BIOL 105	General Biology II	4
ENVS 111	Food Systems Seminar II: Rebuilding the Food System	2
Total Credits		16

Summer Session

ENVS 201	Sustainable Farming III: Marketing, Management and Pest Control	6
BUAD 103	Entrepreneurship I	3
ENVS 105	Environmental Ethics	3
Total Credits		12

Fall Semester 2

ENVS 112	Food Systems Seminar III: New Directions	2
ENVS 285	Sustainable Farming and Food Systems Capstone	3
BIOL 211 General Ecology OR CULI/HRMG/WINE Elective1		3-4
ENGL 201 **OR** ENGL 204	Fundamentals of Speech OR Fundamentals Interpersonal Communication	3
ACCT 101 Principles of Accounting OR CULI/HRMG/WINE Elective1		3-4
Total Credits		14-16

Minimum Required Credits 60

*Students who place directly into ENGL 101 must replace these credits with a three credit liberal arts & sciences elective.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Certificate(s)

Human Services

Program Information
Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Dr. Jeanne Cameron
2012 Chancellor's Award Winner
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Kenneth P. McEwan
Professor (Human Services)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > International Business

International Business

(HEGIS: 5001)

A.S. Degree

As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options

The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kevin Haverlock
Professor (Business)
Email

Our Stories

Vanessa Wikel
Finding her own path
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > International Studies

International Studies

(HEGIS: 2210)

A.S. Degree
Explore your role in the world's interconnected cultures and nations. TC3's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

Study Abroad for First-person Learning
All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.S.

Program Information
Career Opportunities
Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Transfer Options
Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. TC3 students also frequently transfer to schools such as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tina Stavenhagen-Helgren
Professor (Anthropology)
Email

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

General Education
Honors College
Phi Theta Kappa
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer

Liberal Arts and Sciences – Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

TC3 offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.

Area

Adolescent Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

Program Information
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in childhood or early childhood education or in adolescence education:

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Assistant Professor (Early Childhood Education)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – General Studies

Liberal Arts and Sciences – General Studies

(HEGIS: 5649)

A.S. Degree, Certificate

Exploratory Studies Sequence

This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

In the first semester, all Exploratory Studies Sequence majors complete FSS 131 Self and World. This course is designed to introduce students to the intellectual, social, and practical aspect of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live.

Individual Studies Sequence

This program is designed with flexibility to meet the needs of a variety of students:

- those who have specific transfer plans including a four-year college and degree
- those interested in pursuing a teacher education degree
- those who need to complete prerequisites for the nursing program
- those who have a field of interest but are unsure of transfer plans
- those who have a significant number of college credits and would like to complete an associate degree

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Sequence

- Exploratory Studies
- Individual Studies

Certificate(s)

- Liberal Arts and Sciences – General Studies

Program Information

Transfer Options

Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College

Our Stories

Blaze Sanders

Big dreams

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah
- Wells College
- Western Kentucky University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Humanities

Liberal Arts and Sciences – Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.

Program Information
Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bruce Need
Professor (English)
Email

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Math/Science

(HEGIS: 5649)

A.S. Degree

The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

Transfer Options

Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Nancy Putnam
Professor (Mathematics)
Email

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Social Science

Liberal Arts and Sciences – Social Science

(HEGIS: 5649)

A.S. Degree

The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options

Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair

Eric J. Sambolec, Ph.D.
Associate Professor (Psychology)
Email

Our Stories

Dr. Jeanne Cameron
2012 Chancellor's Award Winner
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE *of* THE STATE UNIVERSITY *of* NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Women & Gender Studies

Liberal Arts and Sciences – Women & Gender Studies

(HEGIS: 5649)

A.S. Degree

Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information
Career Opportunities

While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options

Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Karen Pastorello, Ph.D.
Professor (History)
Email

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > New Media

New Media

(HEGIS: 5012)

A.S. Degree

The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-Rom, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options

The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Keith Millman
Professor (New Media)
Email

Our Stories

Derik Rich

A place to find yourself

Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

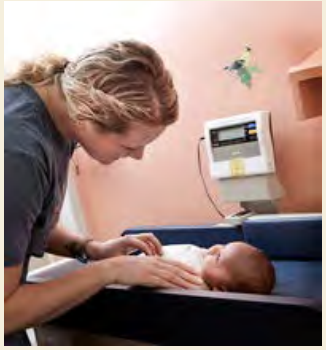
AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Nursing

(HEGIS: 5012)

A.A.S. Degree



Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

TC3's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Graduates have an excellent job placement record.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Program Information
Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi
- Keuka College

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Utica College

SUNY Upstate Medical University

Le Moyne College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Office Management and Administration

Office Management and Administration

(HEGIS: 5005)

A.A.S. Degree, Certificate
Strong office administrators and managers are the backbone of all organizations. Our degree program in office management and administration prepares you for a career as an assistant, administrative assistant, executive assistant, administrative support specialist, coordinator, office manager, or secretary. Students who have acquired technology skills through high school programs or by other means may qualify for advanced standing in certain subjects.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Certificate(s)
Executive Office Assistant

Program Information
Career Advancement
Graduates of this program are employed by firms such as Advertising Associates, Inc., Avinet, Inc., Cornell Federal Credit Union, Cortland Savings Bank, Cortland and Tompkins County Departments of Social Services, Deanco, Inc., George Junior Republic, Groton Nursing Facility, Innovative Dynamics, Inc., Ithaca College, J.M. Murray Center, Inc., P.W. Wood and Sons Insurance, Precision Filters, Inc., Tompkins Cortland Community College, Tompkins Trust Company, Wendcentral Corp., and WHCU/WYXL. Over the past two years, all graduates seeking employment found positions with 88 percent employed directly in office administration.

Transfer Options
Qualified graduates can pursue a bachelor's in science degree in vocational teacher preparation at SUNY College at Oswego.

For specific transfer information, contact the Program Chair, or Counseling, Career, and Transfer Services office.

Program Chair
Bud Moody
Professor (Office Administration)
Email

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Paralegal

(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Certificate(s)
Paralegal Studies

Program Information
Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Syracuse University

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bob Sarachan
Professor (Paralegal)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Photography

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images.

Digital Emphasis

In the digital emphasis, six courses use the computer as the primary creative tool. You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, the digital emphasis addresses the profoundly changing method of visual communication afforded by digital technology. You will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. The digital emphasis also provides a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

Fine Arts Emphasis

The fine arts emphasis approaches the study of photography as a fine arts activity and provides a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals. Each semester will include photography courses in a program that covers traditional techniques, digital technology, historical perspectives, contemporary ideas, and emphasizes artistic expression and creative image making.

Visit the external site, TC3 Photography, to view images created by TC3 students in the Digital and Fine Arts Emphases.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)

A.S.

Emphasis
- Digital Emphasis
- Fine Arts Emphasis

Program Information
Career Opportunities
Digital Emphasis

The digital emphasis prepares students for the increasingly electronic environment that commercial creative work requires. Digital photography and the related methods of delivering visual content in electronic form are rapidly expanding. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging.

It is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

Creative digital photography - commercial digital photography such

Our Stories

Mick Thomas
Finding his 'Rhythm' at TC3
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

New media content production - multimedia - moving image and animation - web content production - media artist.

Fine Arts Emphasis

Photography is a profession that requires technical competence, creative artistic vision, and many varied interpersonal skills. Our program provides a broad introduction to the art and craft of image making. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist.

Transfer Options

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the TC3 degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

- University at Albany
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Harry Littell
Assistant Professor (Art)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Recreation: Exercise Studies

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Agencies offering Certification in Fitness/Personal Training

- American College of Sports Medicine
- National Academy of Sports Medicine
- American Council on Exercise
- National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potentail graduate transfer options include

- SUNY College at Brockport
- SUNY College at Cortland
- CUNY Brooklyn College
- Ithaca College
- Lock Haven University
- SUNY Morrisville State College

Program Chair

Patrick Mercer
Assistant Professor (Recreation)
Email

Our Stories

Jasmine Fields

An international education

Full story

DR. LUCILLE S. BAKER COMMONS

Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Recreation: Outdoor Recreation

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree
Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.S.

Program Information
Field Experience
Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options
Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Assistant Professor (Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Recreation: Recreation Leadership

(HEGIS: 5506)

A.S. Degree

Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Field Experience

Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and TC3's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities

Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options

The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Jasmine Fields

An international education

Full story

SYNERGY

Support for English 99 Reading 99 Math 90/95

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Program Chair
Patrick Mercer
Assistant Professor (Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.S.

Program Information

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

TC3's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Institute of Technology
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
Email

Our Stories

Janita Moricette
From TC3 to TC3
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

General Education
Honors College
Phi Theta Kappa
Farm to Bistro
Sustainability Designation
Disney College Program
Study Abroad
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Web & Mobile Application Design

Web & Mobile Application Design

(HEGIS: 5103)

A.A.S. Degree

The rapid growth of the Internet has resulted in growing demand for qualified professionals to develop and support web applications. The field of web design has emerged as more and more businesses want to create an attractive presence and conduct business in cyberspace. The web design degree program allows you to focus your studies on acquiring the knowledge and skills for designing, creating, and maintaining functional, high profile dynamic web sites and web server administration. Students may be eligible to participate in internships throughout the degree program; however, internships are not a requirement of the program. Graduates will be qualified to accept entry-level positions as web page or site developers.

The web design program features coursework in programming languages, web server setup, server side programming and database integration and access. You will learn about the importance of visual design considerations and the integration of digital photography and dynamic media into web content. Web design graduates will:

- understand the principles and concepts of web site design
- understand the development of dynamic and data-intensive web applications
- be able to communicate effectively in written and oral presentations
- be able to use effective methods to solve site development problems

Program Requirements

(for those matriculating in 2013-2014)

Degree(s)

A.A.S.

Program Information

Internship Opportunities

Students are eligible for internship (for the most part paid) as web developers at companies/organization such as Legal Information Institute (L.I.I.) at the Cornell Law School, Z95.5, Next Interactives, L.L.C.

Career Opportunities

The demand for people with web-related knowledge and skills is large and growing. The rapid adoption and integration of Internet technology by businesses has resulted in a growing need by local employers for college educated staff that can develop and support Internet and intranet applications. Graduates will be qualified for entry-level positions such as web designer, web page or site developer, webmaster, and web technician. Web Design graduates have been employed at firms such as Cornell University Press Relations, NetBiz Real Estate, and S-Go Consulting.

Transfer Options

While the intent of the program is to prepare students for immediate employment, graduates should be able to transfer to many four-year degree programs related to computer technology and/or new media. Recent graduates have continued their education at:

- Champlain College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Program Chair
Tammy Smith
Professor (Computer Information Systems)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate
A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

> An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
> International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2013-2014)

Degree(s)
A.A.S.

Certificate(s)
Wine Marketing

Program Information
Internship Opportunities
Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities
The wine marketing program prepares graduates for careers in wine marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

Demo Course

See how an online course works before you register. You can also attend in-person or online course orientations once you register for an online course.

Demo course

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Benefits

The benefits of online learning go beyond mere convenience. You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by TC3 to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At TC3, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. TC3 is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Linda Pasto
Partners in possibility
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Taking an Online Course

You should have received a letter from TC3 with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myPASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select myWEB COURSES link to enter online learning. You will be taken directly to each site without the need to sign in again.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

ANGEL is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

msxml6.dll error '80004005'

Expression expected.
/stories/story[@display='true' and (-->)<--]

/common/scripts/stories_dynamic.asp, line 13

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music
NURS	Nursing
OFFC	Office Management and Administration

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search > Search Help Guide

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

SGA Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

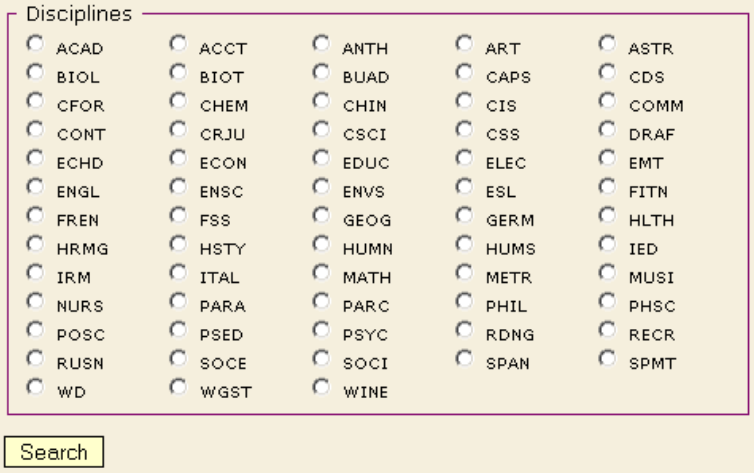
Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

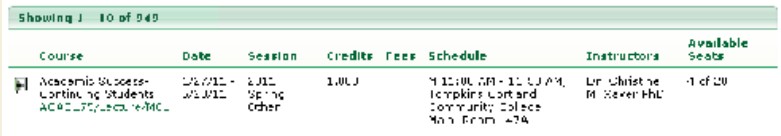
Spring Academic Calendar



Section Search

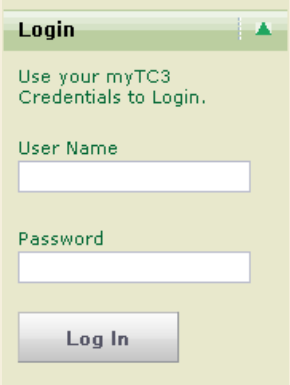
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available coures according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



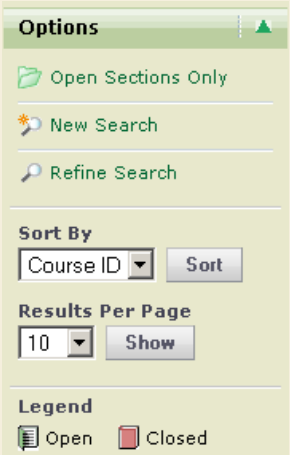
View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

Options



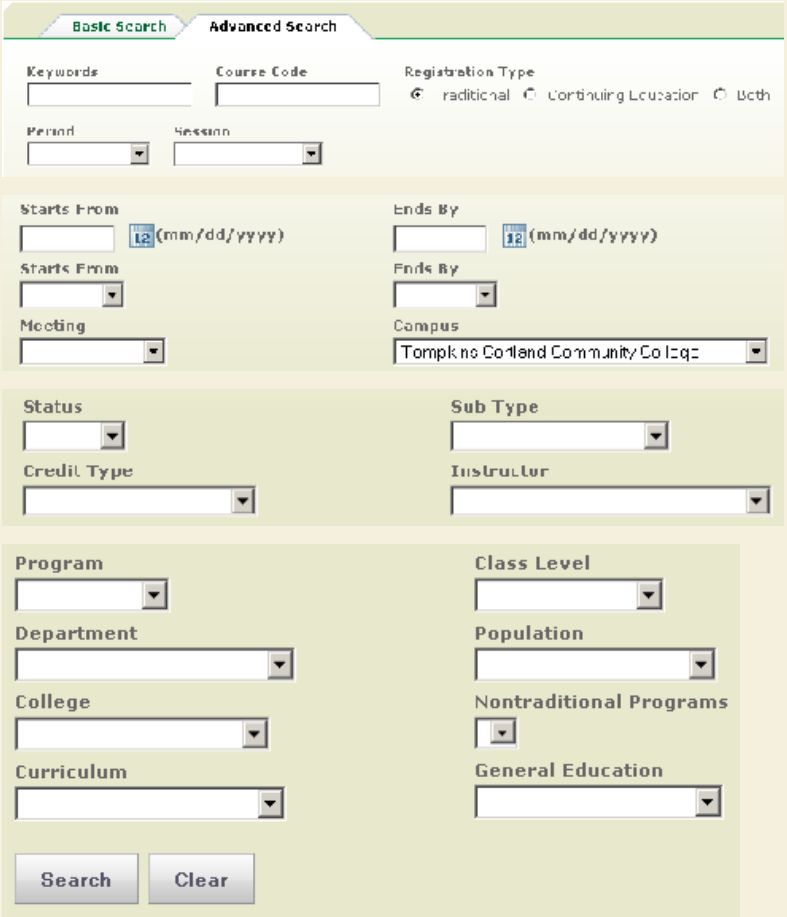
On the left side you will also find a tab for Options. You can adjust the

display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Advisement at TC3

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate TC3 program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 215. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 215 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services
Policies and Procedures
Faculty

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Fall 2013

General Dates

Faculty Returns — August 15 (R)
Classes Begin — August 22 (R)
Labor Day - College Holiday — September 2 (M)
Fall Break - No Day or Evening Classes — October 11-15 (F-T)
Fall Day (All College Retreat) — October 11 (F)
Mid-Semester Progress Reports Due — October 18 (F)
Registration Day - No Day Classes — November 7 (R)
Prospective Student Open House — November 15 (F)
Thanksgiving- No Day or Evening Classes — November 27-30 (W-A)
Graduate Recognition Ceremony — December 6 (F)
*Final Exam Week — December 9-13 (M - F)
Classes End — December 13 (F)
Grades Due — December 16 (M)

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
August 22 – December 13
last day to add — September 5 (R)
last day to drop — September 12 (R)
last day to withdraw W — October 28 (M)
last day to withdraw WP/WF — December 3 (T)

Delayed Start classes
September 3 – December 13
last day to add — September 13 (F)
last day to drop — September 19 (R)
last day to withdraw W — October 31 (R)
last day to withdraw WP/WF — December 4 (W)

First 5-week classes
August 22 – September 25
last day to add — August 26 (M)
last day to drop — August 28 (W)
last day to withdraw W — September 11 (W)
last day to withdraw WP/WF — September 20 (F)

Second 5-week classes
September 26 – November 1
last day to add — September 30 (M)
last day to drop — October 2 (W)
last day to withdraw W — October 18 (F)
last day to withdraw WP/WF — October 29 (T)

Third 5-week classes
November 4 – December 13
last day to add — November 6 (W)
last day to drop — November 11 (M)
last day to withdraw W — November 25 (M)
last day to withdraw WP/WF — December 6 (F)

First 7 ½-week classes
August 22 – October 18
last day to add — August 28 (W)
last day to drop — August 30 (F)
last day to withdraw W — September 24 (T)
last day to withdraw WP/WF — October 9 (W)

Second 7 ½-week classes

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

October 21 – December 13
last day to add — October 25 (F)
last day to drop — October 29 (T)
last day to withdraw W — November 19 (T)
last day to withdraw WP/WF — December 6 (F)

Late Start classes
September 26 – December 13
last day to add — October 3 (R)
last day to drop — October 9 (W)
last day to withdraw W — November 12 (T)
last day to withdraw WP/WF — December 6 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Winter 2014

General Dates

Classes Begin — December 17 (T)
Campus Holiday Break begins — December 24 (T)

PLEASE NOTE: Winter session classes are in session via ANGEL while the campus is closed during holiday break.

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Campus Holiday Break ends — January 2 (R)
Martin Luther King Day - College Holiday — January 20 (M)
Classes End — January 22 (W)
Final Grades due — January 22 (W)

Session Specific Dates

December 17 (T) - January 22 (W)
Last day to add — December 18 (W)
Last day to drop — December 20 (F)
Last day to withdraw "W" — January 7 (T)
Last day to withdraw "WP/WF" — January 17 (F)

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3.biz Link to Success

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Summer 2014

General Dates

Memorial Day - College Holiday — May 26 (M)
Classes Begin — May 28 (W)
No Classes in Session — July 3 (R)
Independence Day - College Holiday — July 4 (F)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 28 (W) - June 27 (F)
Last day to add — May 30 (F)
Last day to drop — June 3 (T)
Last day to withdraw "W" — June 16 (M)
Last day to withdraw "WP/WF" — June 25 (W)

Second Five Week Day Session
June 30 (M) – August 1 (F)
Last day to add — July 2 (W)
Last day to drop — July 8 (T)
Last day to withdraw "W" — July 21 (M)
Last day to withdraw "WP/WF" — July 30 (W)

Eight Week Session
May 28 (W) – July 22 (T)
Last day to add — June 3 (T)
Last day to drop — June 6 (F)
Last day to withdraw "W" — June 27 (F)
Last day to withdraw "WP/WF" — July 16 (W)

Ten Week Session
May 28 (W) – August 1(F)
Last day to add — June 4 (W)
Last day to drop — June 9 (M)
Last day to withdraw "W" — July 7 (M)
Last day to withdraw "WP/WF" — July 25 (F)

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Fall 2014

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 20 (W)
Classes Begin — August 27 (W)
Labor Day - College Holiday — September 1 (M)
Fall Break - No Day or Evening Classes — October 9-13 (R-M)
Fall Day (All College Retreat) — October 9 (R)
Mid-Semester Progress Reports Due — October 17 (F)
Prospective Student Open House — November 7 (F)
Registration Day - No Day Classes — November 11 (F)
Thanksgiving- No Day or Evening Classes — November 26-29 (W-A)
Graduate Recognition Ceremony — December 12 (F)
*Final Exam Week — December 15-18 (M - F)
Classes End — December 18 (R)
Grades Due — December 19 (F)

Session Specific Dates

15-week classes
August 27 – December 18
last day to add — September 10 (W)
last day to drop — September 17 (W)
last day to withdraw W — October 31 (F)
last day to withdraw WP/WF — December 8 (M)

First 5-week classes
August 22 – October 1
last day to add — August 29 (F)
last day to drop — September 3 (W)
last day to withdraw W — September 17 (W)
last day to withdraw WP/WF — September 26 (F)

Second 5-week classes
October 2 – November 10
last day to add — October 6 (M)
last day to drop — October 8 (W)
last day to withdraw W — October 27 (M)
last day to withdraw WP/WF — November 5 (W)

Third 5-week classes
November 12 – December 18
last day to add — November 13 (R)
last day to drop — November 17 (M)
last day to withdraw W — December 4 (R)
last day to withdraw WP/WF — December 12 (F)

First 7 ½-week classes
August 27 – October 21
last day to add — September 3 (W)
last day to drop — September 5 (F)
last day to withdraw W — September 26 (F)
last day to withdraw WP/WF — October 15 (W)

Second 7 ½-week classes
October 22 – December 18
last day to add — October 28 (T)
last day to drop — October 30 (R)
last day to withdraw W — November 21 (F)
last day to withdraw WP/WF — December 12 (F)

Late Start classes

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

October 2 – December 18
last day to add — October 15 (W)
last day to drop — October 20 (M)
last day to withdraw W — November 17 (M)
last day to withdraw WP/WF — December 11 (R)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Spring 2015

General Dates

Faculty Returns — January 15 (R)
Martin Luther King Day - College Holiday — January 19 (M)
Classes Begin — January 22 (R)
Mid-Winter Day - No Day or Evening Classes — February 27 (F)
Spring Break - No Day or Evening Classes — March 16-March 21 (M-A)
Spring Day - College Holiday — March 20 (F)
Prospective Student Open House — April 10 (F)
Mid-Semester Progress Reports Due — March 24 (M)
Registration Day - No Day Classes — April 16 (R)
*Final Exam Week — May 11 - 15 (M - F)
Classes End — May 15 (F)
Grades Due — May 18 (M)
Nursing Recognition Ceremony — May 19 (T)
Commencement — May 21 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 22 – May 15
last day to add — February 4 (W)
last day to drop — February 11 (W)
last day to withdraw W — April 2 (R)
last day to withdraw WP/WF — May 6 (W)

First 5-week classes
January 22 – February 25
last day to add — January 26 (M)
last day to drop — January 28 (W)
last day to withdraw W — February 11 (W)
last day to withdraw WP/WF — February 20 (F)

Second 5-week classes
February 26 - April 9
last day to add — March 3 (T)
last day to drop — March 5 (R)
last day to withdraw W — March 26 (R)
last day to withdraw WP/WF — April 6 (M)

Third 5-week classes
April 10 – May 15
last day to add — April 14 (T)
last day to drop — April 17 (F)
last day to withdraw W — May 1 (F)
last day to withdraw WP/WF — May 8 (F)

First 7 ½-week classes
January 22 – March 13
last day to add — January 28 (W)
last day to drop — January 30 (F)
last day to withdraw W — February 20 (F)
last day to withdraw WP/WF — March 9 (M)

Second 7 ½-week classes
March 23 – May 15
last day to add — March 27 (F)
last day to drop — April 1 (W)
last day to withdraw W — April 24 (F)
last day to withdraw WP/WF — May 8 (F)

Our Stories

Blaze Sanders
Big dreams
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Late Start classes
February 26 – May 15
last day to add — March 6 (F)
last day to drop — March 12 (R)
last day to withdraw W — April 15 (W)
last day to withdraw WP/WF — May 8 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Summer 2015

General Dates

Memorial Day - College Holiday — May 25 (M)
Classes Begin — May 27 (W)
No Classes in Session — July 2 (R)
Independence Day - College Holiday — July 3 (F)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 27 (W) - June 26 (F)
Last day to add — May 29 (F)
Last day to drop — June 2 (T)
Last day to withdraw "W" — June 15 (M)
Last day to withdraw "WP/WF" — June 24 (W)

Second Five Week Day Session
June 29 (M) – July 31 (F)
Last day to add — July 1 (W)
Last day to drop — July 7 (T)
Last day to withdraw "W" — July 20 (M)
Last day to withdraw "WP/WF" — July 29 (W)

Eight Week Session
May 27 (W) – July 21 (T)
Last day to add — June 2 (T)
Last day to drop — June 5 (F)
Last day to withdraw "W" — June 26 (F)
Last day to withdraw "WP/WF" — July 15 (W)

Ten Week Session
May 27 (W) – July 31 (F)
Last day to add — June 3 (W)
Last day to drop — June 8 (M)
Last day to withdraw "W" — July 6 (M)
Last day to withdraw "WP/WF" — July 24 (F)

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Fall 2014
- Spring 2015
- Summer 2015
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Spring 2014 Final Exam Schedule

May 12-16 (Monday – Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule
Final Exam schedule is posted shortly before the end of the semester.

For more information, contact the
Academic Records Office
607.844.8222, Ext. 4339

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Tuition and Fees

More Information

Tuition and fees

Information about payment

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

Accident Insurance – Mandatory
Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Health Insurance – Voluntary
The College offers a basic Sickness and Supplemental Health Insurance Plan. You may also elect to have your spouse and/or children insured. For forms and additional information about this plan, contact the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of “AW” will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Scholarships

One of the TC3 Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the TC3 Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Support Services

The Dr. Lucille S. Baker Commons is home to TC3's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College(TC3), with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

TC3 may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

TC3 has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires TC3 to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want TC3 to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

2. The right to request amendment of his/her education records. A student may ask TC3 to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by TC3 in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom TC3 has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of TC3's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by TC3. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the TC3 Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The TC3 Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by TC3 to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about TC3's policies, contact
Jane F. Hammond, Associate Dean for Curriculum
and Academic Records, hammonj@tc3.edu or 607-844-8211 Ext. 4459.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).

Grade Notations

W - Withdrawal:
The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:
The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP,

Our Stories

Derik Rich
A place to find yourself
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

and WF deadline dates. Check the semester calendar for details.

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by TC3 that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by TC3 from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses: within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Mid-Semester Performance Indicators

Mid-semester performance indicators are provided by the instructor in each 15-week course to provide the student an approximate assessment of course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the start of the eighth week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Good to High Achievement	S+
Satisfactory Achievement	S
Below Satisfactory Achievement	S-
Unsatisfactory Achievement/Failing	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits Average (GPA)	Minimum Grade Point
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards
Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day

Our Stories

Carrie Buchanan
A tradition of service
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

before classes begin for the semester. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Students on academic probation are not eligible to hold elective or appointive office in any organization sponsored by the College or the Faculty Student Association or to participate in intercollegiate athletics. Students on academic probation may, however, participate as members of student clubs or organizations.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and successfully completing 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with a Student Success Advisor, complete and file a Student Success Plan and register for classes no later than the day before classes begin for the semester; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer session. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Special permission may be granted by the Office of Student Success and Advisement Services for students to register for summer coursework while academically suspended. Criteria and procedures can be obtained from that office.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer terms. Readmission to the College after repeat suspension is based on reinstatement policies.

Committee on Academic Status

Students who have been academically suspended may request permission to enroll while suspended from the Committee on Academic Status. Procedures and requirements for the request can be obtained from the Office of the Provost. Students are strongly encouraged to appear in person before the committee to present their request, but are not required to do so. If the request is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file a request to enroll only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with a Student Success Advisor, develop and file a Student Success Plan and register for classes no later than the day before classes begin for the semester.

Reinstatement After Second Academic Suspension

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost. Application for readmission must be received by May 15 for fall reinstatement and October 1 for spring reinstatement.

The Committee on Academic Status has the right to approve or deny a student’s application. If the request for readmission is approved, the

student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 30 or more credit hours, or have attained a 3.8 GPA for 15 credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Rights and Responsibilities

TC3 is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the TC3 community.

Everyone at TC3 – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, TC3 students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in TC3 Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

Our Stories

Derik Rich
A place to find yourself
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Statement of Academic Integrity Policy
Violation of Academic Integrity Policy
Attendance Policy
Classroom Behavior
Grade Challenge
Disability-Related Accommodation
Computer Resources Use Protocol

Non-Academic Policies and Regulations

Non-Academic Code of Conduct
Non-Academic Code of Conduct Violation Hearing Process
Policy Against Discrimination and Harassment
Other Student Grievances
Weapons on Campus
Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
Hazing Prevention
Bias Crimes Prevention
Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention
Maintenance of Order Policy
Victim's Rights

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The TC3 Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Janelle Boyd
Her vision of success
Full story

The Pathways Scholarship provides aid and support for adult students

PATHWAYS THERE IS MONEY FOR COLLEGE
SCHOLARSHIP UP TO $7,000

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Amidon-Staley, Deborah

Professor, Science / Biology

A.S. and A.A.S., Tompkins Cortland Community College
B.S., M.S., SUNY College at Cortland

2008 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Amidon-Staley

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates TC3's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Bethony, Danielle

Associate Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Background

Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty at TC3 in June 1969.

Email Professor Bickford

Our Stories

Vanessa Wikel
Finding her own path
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cambridge, Joseph

Professor, English

B.A. and M.A., SUNY at Albany

Email Professor Cambridge

Our Stories

Jasmine Fields
An international education
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

Biography

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction. The privilege of working and learning with community college students for 20 in small and friendly classes has extended and enriched her commitment to social justice and equity in education. Each day, her admiration and respect for TC3 students and their stories deepen. She thinks this is the "best job" in the world, and she welcomes you to learn with her.

Awards

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Highlight key published works

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at TC3.

Special TC3 projects

Jeanne frequently collaborates with other teachers at TC3, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

Email Professor Cameron

Our Stories

Ashlee Seals

A true woman of excellence

Full story

Delhi

SUNY Delhi bachelor's degree without leaving TC3

You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cartagena, Milagros

Associate Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Padraic O'Donnell
Finding his strength
Full story

SGA
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cerretani, Susan

Associate Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Email Professor Cerretani

Our Stories

Kelly Wessell
The place to teach
Full story

SGA
Tompkins Cortland Community College

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Go Back. Move Forward.

center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ensign, Mary Ellen

Instructor, Mathematics

Email Professor Ensign

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background
Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the TC3 teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards
2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special TC3 projects
Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ford, Gary

Professor, Accounting

B.A., University of Alaska, Anchorage
M.S., SUNY Institute of Technology, Utica, Rome

2003 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Ford

Our Stories

Holly McBean
Making her dream possible
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

2013 Best Director, *Prodigy*, Knickerbocker Film Festival in Albany

Background

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Buffalo Niagara Film Festival, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, and the Williamsburg Independent Film Festival.

Special TC3 projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Katrina Teeter

Putting the student in student-athlete

Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Georgiakaki, Sophia

Assistant Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching

Email Professor Georgiakaki

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Gilewski, Amber

Assistant Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background
Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Assistant Professor of Psychology at TC3, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other TC3 activities
Active Minds Club Advisor, Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project, Successful Teaching Conference

Email Professor Gilewski

Our Stories

Carrie Buchanan
A tradition of service
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Gold, Darlene, Ph.D.

Associate Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Kelly Wessell
The place to teach
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to TC3 in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for TC3 college credit.

Awards

2009-10
Distinguished Faculty Liaison – TC3 CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

Linda Pasto
Partners in possibility
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Guest, Christine

Assistant Professor, Digital Cinema and Broadcast – Television

A.S., Tompkins Cortland Community College
M.F.A. Creative Writing, Full Sail University
B.S. Television and Radio Production, Empire State College of New York

Background

Chrissy Guest joined Tompkins Cortland Community College in 2006 with 15 years of experience in broadcast television. She spent most of her time behind the camera as a photojournalist and director at NewsCenter 7 in Ithaca, and has held the titles of director/technical director at the ABC affiliate WSYR NewsChannel 9 in Syracuse, as well as art director and news assignment editor at WIXT CBS in Syracuse. Chrissy has covered local and national news events, and was selected as the only photojournalist to document then-First Lady Hillary Clinton's visit to Ithaca.

She continues to work in scripted and broadcast television, producing sitcoms and web series. She completed her Master of Fine Arts in Creative Writing at Full Sail University, where she earned the honor of salutatorian – all while teaching full-time at TC3. She has also received two course director awards for screenwriting.

At Tompkins Cortland Community College, Chrissy continues to develop new curriculum for the Broadcast Production program and the Digital Cinema degree program. She directs and oversees production of a national PBS cooking show, *The Sweet Life with Chris Xaver*, which also serves as a practical laboratory for students. She created and leads an immersion program that gives TC3 students the opportunity to study and intern in Hollywood. She also leads a documentary film study abroad course in partnership with the Florence Art Institute in Italy.

Awards

Tompkins County Women you should know 2012
Academy of Television and Science Fellow 2013

Email Professor Guest

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Email Professor Hallisey

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hinchcliff, Robin

Associate Professor, Chair of English as a Second Language (ESL) Department

B.A., Kirkland College
M.S., Elmira College

2003 Trustees' Award for Excellence in Adjunct Teaching

Background

Robin has been the chair of the ESL department since 2006, and has worked at TC3 since 1997. With a B.A. from Kirkland College and her M.S. Ed. From Elmira College, Robin brings a strong history of teaching excellence and community involvement to our global team. She is the academic advisor for all enrolled ESL students.

Email Professor Hinchcliff

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hodack, Dianne

Instructor, Graphic Design

B.F.A, Kutztown University
M.F.A., Goddard College

Email Professor Hodack

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Imo, ThankGod

Professor, Accounting

B.S., M.P.A., Jackson State University

Professor ThankGod O. Imo has been an educator of accounting and business for more than twenty years in the United States. He has taught at the Mary Holmes College, West Point, Mississippi, and the East Mississippi Community College, Mayhew, Mississippi. He is a member of the New York State Society of Certified Public Accountants (NYSSCPA), the American Accounting Association (AAA), and the Teachers of Accounting at Two-Year Colleges (TACTYC). He is also involved with the Study Abroad TROIKA program, a joint program involving the Santa Fe Community College and the Muscatine Community College and recently led a group of students on the Study Abroad program, sponsored by Drohobych Pedagogical University, to Ukraine.

Professor Imo has been listed among the *Who's Who Among American Teachers*, has been on *Outstanding Faculty of the Year* honoree, and has received a *Faculty, Excellence in Teaching Award* in the past. He is currently a Professor, and the Chair of the Accounting program, at Tompkins Cortland Community College, Dryden, New York

Email Professor Imo

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Jacob, James R., Ph.D.

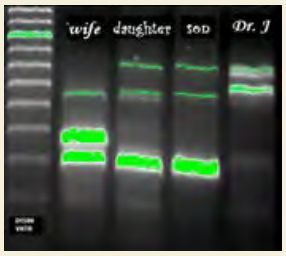
Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service 2010

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.



Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:

- Korean Medicinal Therapies for HCV
- Hepatocyte Culture Based Assays

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at TC3 that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Johnson, Danielle

Assistant Professor of Nursing, Nursing

A.S., Cayuga Community College
B.S., Keuka College
M.S.N., Roberts Wesleyan College

Email Professor Johnson

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Johnson, Kimari

Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Kleitz, William

Professor, Electrical Technology

A.A.S., Broome Community College
B.S., Rochester Institute of Technology
M.E., Cornell University

Background
Professor Kleitz completed his Bachelor of Science degree in Engineering Technology (BSET) from the Rochester Institute of Technology and his Master's Degree in Engineering (M-Eng) from Cornell University. For several years Professor Kleitz worked as an electrical engineer at New York State Electric and Gas where he developed electric power distribution strategies and automation. After NYSEG he started the Electrical Engineering Technology Program at TC3 and has been the program chair since. He has also conducted hundreds of training workshops to local manufacturers in the area of industrial electronics and automated control.

Research
Professor Kleitz has been awarded two New York State Energy Research and Development Authority (NYSERDA) grants related to energy management. For these grants he completed research on automated data acquisition and control of energy management systems.

Awards
Professor Kleitz was the 2002 recipient of the State University of New York Chancellor's Award for Excellence in Scholarship and Creative Activities.

Key published works
Professor Kleitz has been publishing textbooks with Prentice-Hall since 1986. He has written five digital electronics and microprocessor textbooks spanning 16 editions. His newest textbook, *Digital Electronics: A Practical Approach with VHDL, Ninth edition* has become a top seller worldwide.

Special projects
Besides electronics, Bill's key interests involve skiing, mountain biking, and camping (anything to do with the outdoors in any weather). Professor Kleitz has recently embarked on a project to upload to YouTube everything he knows about Digital Electronics and Microprocessors. There are several hundred podcasts completed and the entire set will cover hundreds of lectures and tutorials in the field.

Email Professor Kleitz

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Littell, Harry

Assistant Professor, Art

A.A.S., Rochester Institue of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Email Professor Littell

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McCabe, T Paul

Instructor, English

Email Professor T Paul McCabe

Our Stories

Esther Williams
The thriving artist
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McCabe, Timothy

Assistant Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Background

Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined TC3 as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McEwan, Kenneth

Professor, Human Services

B.A., SUNY College at Cortland
M.S.W., Syracuse University, C.S.W.

1988 Chancellor's Award for Excellence in Teaching
1989 National Teaching Award for Excellence, University of Texas

Email Professor McEwan

Our Stories

Dryden Mutual
Mutual benefit
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Email Professor McMinn

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Mercer, Patrick

Assistant Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Mercer

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at TC3 for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Millman, Keith

Associate Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

Email Professor Millman

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

SGA
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moody, Frank (Bud)

Professor, Office Administration

B.S. Northern Michigan University
M.S., SUNY at Oswego

Email Professor Moody

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moore, Paula

Assistant Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moser, Sandra

Associate Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

2005 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Ochs

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pasto, Linda

Professor, Nursing

B.S. and M.S., Syracuse University College of Nursing
B.S., Syracuse University College of Human Development

NEA Foundation Award for Teaching Excellence, 2002
2007 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Pasto

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

Email Professor Pastorello

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Piery, Miguel

Professor, Modern Languages

M.P.S., Cornell University

Email Professor Piery

Our Stories

Marc Harrison
Inspiration at any age
Full story

SGA Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Powell, Marsha

Professor, Computer Information Systems

B.S. and M.S., SUNY College at Cortland

2004 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Powell

Our Stories

Kelly Wessell
The place to teach
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pukstas, Daniel, Ph.D.

Professor, English

B.A., Canisius College
M.A., Purdue University
Ph.D., Syracuse University

1989 Chancellor's Award for Excellence in Professional Service
1998 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Pukstas

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Rosanna Perez
Opening her mind
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at TC3 and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Whereever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Carrie Buchanan
A tradition of service
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Regula, Anna

Instructor, Reading and Study Skills

B.S., M.S.Ed., SUNY College at Cortland

Email Professor Regula

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sambolec, Eric, Ph.D.

Associate Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Dryden Mutual
Mutual benefit
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sammis, Carol

Associate Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Email Professor Sammis

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

LOSE WEIGHT. GET FIT. HAVE FUN.

PANTHER FITNESS CHALLENGE

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Derik Rich
A place to find yourself
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., M.S., Binghamton University
Ph.D., Binghamton University

Email Professor Schmidt

Our Stories

Hollywood
Learning with the stars
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

B.S., Hartwick College
M.S., Syracuse University

Email Professor Sharpe

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sheldon, Mary

Assistant Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

TC3 STUDENT health101™
ARTICLES | VIDEOS | NEWS

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Smith, Joseph, Ph.D.

Professor, Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Email Professor Smith

Our Stories

Rosanna Perez
Opening her mind
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

James Jacob
Family DNA Portraits
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Snyder, David

Professor, Sport Management

B.A., Nazareth College of Rochester
J.D., University of Tennessee

Email Professor Snyder

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Stafford, Susan

Associate Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Email Professor Stafford

Our Stories

Jasmine Fields
An international education
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Starmer, Ronald

Professor, English

A.S., Tompkins Cortland Community College
B.A., Syracuse University
M.A., SUNY College at Cortland

2007 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Starmer

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

2000 Trustees' Award for Excellence in Adjunct Teaching

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Padraic O'Donnell
Finding his strength
Full story

SGA Tompkins Cortland Community College

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at TC3 since August of 1983.

At TC3, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at TC3.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to their studies, work, and lives.

Email Professor Swinnich

Our Stories

Kelly Wessell
The place to teach
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Tate, Philip

Professor, English

B.S., Kansas State University
M.F.A., Vermont College of Norwich University

Background
Phil Tate received his BS in Psychology from Kansas State University, and his MFA in fiction writing from Vermont College. He has been teaching since 1985.

Awards
First Place, Black Warrior Review annual fiction contest, 2010/2011
First Place, Glimmer Train short fiction contest, 2011

Key published works
Recently published short stories:

"Gas" in *Glimmer Train*

"Monsters" in *The Battered Suitcase*

"Dam" in *Black Warrior Review* (2011)

"A Drowning" in *The Adirondack Review* (2011)

Email Professor Tate

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

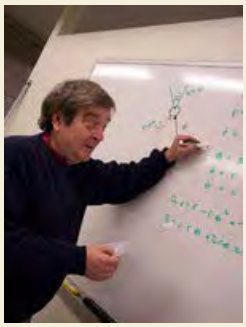
Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Ashlee Seals
A true woman of excellence
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Associate Professor, Sociology

B.A., Central College
M.A., Ph.D., Loyola University

Email Professor Vande Berg

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Wendt, Donna

Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Email Professor Wendt

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Wessell, Kelly, Ph.D.

Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Awards

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Wessell

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. TC3, as it's known, is part of the State University of New York system (SUNY).

Chris brings to TC3 a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At TC3, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Marc Harrison
Inspiration at any age
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

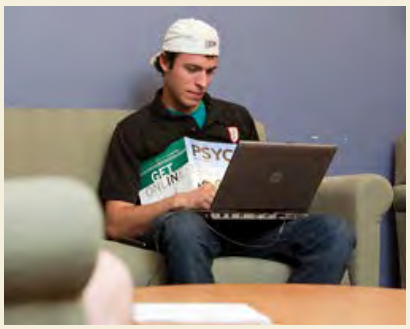
607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Honors College

PSYC 103, Introduction to Psychology Honors Option



Welcome to the Spring 2011 semester at TC3. If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Successful completion means earning a minimum grade of 85 out of

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tc3.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 215.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Why Support Farm to Bistro?

Put simply, there is a need for trained agriculture and culinary professionals in our area.

And there is no other program like this in our region.

The future of food is LOCAL.

The future of hospitality is PROFESSIONAL.

The future of education is EXPERIENTIAL.

Be a partner with the FUTURE.

Support Farm to Bistro

Contact

Julie Gerg
TC3 Foundation, Inc.
607.844.8222, Ext. 4401
JEG@TC3.edu

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Ireland: Literature & History

Experience the Literature and History of the Emerald Isle

Understand the unique place of Ireland in the world today through the triumphs and tragedies of its history, and immerse yourself in the richness of the literature that is such a significant part of the Irish legacy. Cultural immersion is a great way to integrate one's self into the experience of another people. Study abroad is a wonderful way to expand a student's vision and to experience the inter-connected world in which we live. As a member of the European Union, Ireland's rich heritage and hospitable culture is a great place to start.

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Date: January 2 - January 17, 2014

Cost: Approximately $2,400.

Program Cost Includes

14 overnight stays in modern youth hostels
Round trip airfare
Transportation and rental costs
Some meals
Entrance/admission to all attractions
Insurance (mandatory)

This amount does not include passport fees, vaccination costs, some meals, tuition, any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 for personal spending and other meals.

Scholarships

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Course Offered

English 250, Field Studies in Literature, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Daniel Pukstas
Traveled extensively in his life, and brings a wealth of experience once again to the Field Studies in Literature course in Ireland. Contact Dan in room 241, at 607.844.8222, Ext. 4218, or by Email.

John Sheehan
Teaches the History of Ireland course, as well as other Liberal Arts courses at TC3. He has traveled with TC3 students to Ireland for

Our Stories

Marc Harrison
Inspiration at any age
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Looking for Adventure?
Come with us to Nicaragua this winter!

Be part of a team that delivers care to very underserved populations on the Atlantic Coast of Nicaragua.

Date: January 1 - January 16, 2014

Cost: $1,800

An additional cost is your round trip ticket to Managua, Nicaragua.

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Anthropology

Colombia: Ecology

Colombia: Health & Culture

Italy: Culture & Cuisine

Italy: Documentary Film & Art

Program Cost Includes

14 nights of accommodations in hotels and hostels
Food and water supplies
Transportation rental costs
Insurance (mandatory)

This amount does not include airfare, passport and visa fees, vaccination costs, tuition, any applicable baggage-handling feeds imposed by the airlines orentrance/exit taxes.

Note: Estimated $300 for personal spending.

Activities

This is service learning at its best! Join our team for a full cultural immersion in health practices and beliefs. Participate in clinics, travel by boat to remote villages, observe clinical care in a hospital setting, assess children in an orphanage, practice Spanish and Miskito languages, visit historic sites in capital city of Managua, and shop in the diverse market in Masaya.

The goal of this service learning course is to provide students with a full cultural immersion in history, culture, and healthcare in a developing country. Through participation in actual healthcare clinics, students will be exposed to the disparities and the functioning of a third world healthcare system. Using focused areas of interest, students will be placed in a variety of settings to gain a more complete understanding of the culture from the indigenous peoples' perspectives.

Scholarships

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

LOSE WEIGHT. GET FIT. HAVE FUN.
PANTHER FITNESS CHALLENGE

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Course Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore

RN, CNM, MSN, teaches the international health on-site as well as many other nursing courses at TC3. She has been traveling and teaching the Nicaragua service learning trip to TC3 students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by Email.

Milagros Cartagena

RN, MSN, has been an assistant professor of nursing at TC3 for the past five years, a nurse for 25 years, and a clinical instructor for the past 10 years. As a Puerto Rican native she is fluent in Spanish and is passionate about international healthcare and the opportunity to support student's experience abroad. Contact Milagros in room 241, at 607.844.8222, Ext. 4443, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Seville, Spain: Anthropology

Intensive Spanish on-site in Seville.

Date: May 21 - June 4, 2013
Cost: $2,100

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

All overnight stays in home-stay settings

Entrance/admission to all attractions

Three meals per day

Transportation to all activities

Insurance (mandatory)

This amount does not include airfare, passport and visa fees, vaccination costs, tuition, customary gratuities, any applicable baggage-handling fees imposed by the airlines, or entrance/exit taxes.

Activities

Travel to Seville, Spain, a beautiful medieval yet modern city with a cosmopolitan European undercurrent. Students will be immersed in the language, culture, and society of Spain through home-stay accommodations.

Spanish language classes will be conducted on-site by TC3 faculty, allowing students to expand upon their day-to-day interactions.

The trip itinerary also includes excursions to healthcare settings, beautiful parks, museums, restaurants, and numerous cultural centers.

Course Offered

SPAN 101 (Beginning Spanish I)
Occupational Spanish Study Abroad

ANTH 260 (Culture Survey for Study Abroad)
Culture and Survey Study Abroad

Instructors

Miguel Piery
is an associate professor of modern languages at TC3 and a native of Argentina who has traveled extensively throughout Europe and Latin America. Associate professor Piery has been leading study abroad trips at TC3 for many years and loves
sharing culture and language with his students.
Contact Miguel by calling 607.844.8222, Ext. 4296, or by Email.

Paula Moore

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

is an associate professor of Nursing at TC3 and has led TC3's Nicaragua healthcare on-site January course for the past four years. Professor Moore has a passion for service learning and supporting student immersion in new cultures internationally. Contact Paula by calling 607.844.8222, Ext. 4232, or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Colombia - Ecology and History

See the Amazon and the Andes.

Date: May 15 - May 29, 2014

Cost: $3,400. Tuition not included.*

Open to any college student or community member. Hurry! Limited space available. Registration is by permission of instructor only.

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

14 nights in local hostels/hotels

Round trip airfare

All local transportation and guide fees

All entrance and admission fees to any attractions and/or events

14 meals (one meal a day)

HTH International Insurance (mandatory)

Does Not Include

Passport and Visa Fees

Vaccination costs

Any applicable baggage handling fees imposed by the airlines

Any entrance or exits taxes into/out of the destination country

Additional meals

Personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

Activities

Join us for a fabulous two-week trip to one of the planet's most biologically diverse nations: Colombia! Local expert scientists will guide us through different ecological zones as they share their current research. Working in conjunction with Universidad Autónoma de Occidente, we will start with an exploration of the dry forests and páramos of the Central Andes near Bogotá. From there, we will explore the natural history and cultural diversity of the lowland rainforest in the Amazon basin. We will canoe through backwater lakes, hike through the jungle,

Our Stories

Holly McBean
Making her dream possible
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

and climb high into the forest canopy.
From there, we'll move on to the Caribbean coast, where we will explore Tayrona National Park, snorkel or scuba dive on coral reefs, and immerse ourselves in the local Caribbean culture. As we move through the country, we will investigate modern land-use patterns, current conservation issues,
as well as cultural, historical, and political developments.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an associate professor of Biology and chair of the Environmental Studies program. He also serves as co-chair of the TC3 Sustainability Council. Contact Kelly by calling 607.844.8222, Ext. 4235 or by Email.

Dr. David Flaten
is a professor of History/Political Science and has lived and traveled extensively in Latin America, co-leading trips with TC3 students to Guatemala and Colombia. Contact David by calling 607.844.8222, Ext. 4229 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Study Abroad > Colombia: Health & Culture

Colombia: Health & Culture

Healthcare Across Borders

Date: May 25–June 11, 2013

Cost: $2,400

Program Cost Includes

- Accommodations with host families of university professors and administrators
- Round-trip airfare
- Hotel and airport shuttle in Bogotá (total of two nights)
- All in-country transportation
- All meals
- Excursions and sightseeing in locations including Panachi National Park, Chicamocha Canyon, Town of Girón, Mesa de los Santos
- Insurance (mandatory)
- Spanish tutors and interpreters

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Activities

Learn about the culture in Colombia and experience total culture immersion while staying with host families, eating delicious foods, and sightseeing. Visit state-of-the-art hospitals, clinics, and even a cadaver lab in Bucaramanga. Experience student life in Colombia while visiting and attending classes in the highly respected university UNAB.

Course Offered

HLTH / NURS 249 Health Care Onsite - Colombia
Study Abroad, 3 Credits, 1 lecture, 6 labs

This course provides a cultural immersion experience in international health concerns and care via a short term study abroad trip in Bogota, Columbia. Students will be guided through the process of setting up several home health visits. Traditional medicinal practices and beliefs are explored. Home visits to work with individual families on primary and secondary health interventions and hospital rotations to observe the delivery of tertiary care. Participants will work in small groups on self selected projects. Service learning is the conceptual framework. An understanding of the regions health care needs will be explored and the components of community assessment are introduced. Pre and post trip work is assigned. This is an adventurous learning opportunity which can broaden a student's worldviews.

ANTH 260 Cultural Survey for Study Abroad

Our Stories

Janelle Boyd
Her vision of success
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Study Abroad, 3 Credits

Instructors

MILAGROS CARTAGENA, RN, MSN

Is an Associate Professor of Nursing at TC3 for the past four years, a nurse for 25 years,and a clinical instructor for the past nine years. A native of Puerto Rico native, professor Cartagena is fluent in Spanish and is passionate about international healthcare and the opportunity to support student experiences abroad.

Contact Ms. Cartagena at 844.8222, Ext. 4443, or by Email for more information.

AMBER GILEWSKI

Amber Gilewski is an Assistant Professor of Psychology at TC3 and has been teaching since 2004. She also has taught conversational English in China and Taiwan and worked for several years in the mental health field.

Contact Amber by calling 607.844.8222, Ext. 4257, by Email, or visiting room 241.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Italy: Culture & Cuisine

Date: May 26-June 10, 2013
Cost: $4,700

Opportunities

Fall - January

- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Activities

Experience the breathtaking scenery, art, and ancient historical sites of Italy. Spend time in Florence, the city of the Renaissance, surrounded by the beautiful Chianti hills. Become an active visitor and not a passive tourist by immersing yourself into the lifestyles of the people of this region. Dine in regionally acclaimed authentic Italian restaurants and visit the wineries of Tuscany.

Enjoy hands-on cooking and wine classes taught by world class Italian chefs and instructors from the Apicius International School of Hospitality. Walk the local farm markets, and learn how the Mediterranean Diet has sustained the people of Italy and become a world phenomenon. The culture, cuisine, charm, and warmth of Italy all are waiting to be discovered.

Course Offered

HRMG 220, 3 credits
International Culture and Cuisine

ANTH 260, 3 credits
Fieldwork in Anthropology

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management and Wine Marketing Programs at TC3. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 112, at 607.844.8222, Ext. 4720 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Italy: Documentary Film & Art

Explore Italy's rich heritage of art and film, and make a documentary film in the process.

Date: June 2-June 22, 2013
Cost: $5,200

Opportunities

Fall - January

Ireland: Literature & History

Nicaragua: Anthropology & Health

Spring - May

Spain: Anthropology

Colombia: Ecology

Colombia: Health & Culture

Italy: Culture & Cuisine

Italy: Documentary Film & Art

Program Cost Includes

23 days in Italy (5 days in Rome and 16 in Florence)

Round-trip airfare

Transportation to and from Rome and Florence

Meals: Rome (daily breakfast and two dinners), Florence (meal plan for student-operated restaurant at Ganzo-Apicius)

Cell phones for students and faculty

Lab fees

Museum entrance fees

Internet access

Student services activities

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, beverages and lunches, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes, gifts, and personal items.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Activities

Learn art history on-site while developing documentary film skills. Students will have the opportunity to continue their art history and cinema studies in the rich cultural setting of Roma (Rome) and Firenza (Florence) Italy.

Course Offered

ART 102, 3 credits
History and Appreciation of Art II

COMM 240, 3 credits
Fiction/Non-fiction field production

Instructors

Christine Guest
is an assistant professor of Communication and Media Arts and is a visual storyteller and artist. She has taught film and television production at TC3 for six years. She has worked professionally as a writer, director, and producer in the field of film and television production for 15 years. Contact Christine by calling 607.844.8211, Ext. 4474; or by Email.

Our Stories

Jasmine Fields
An international education
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Randi Millman-Brown
is an art and architectural historian, photographer, and travel writer. She has taught at TC3 for six years and has worked as the Visual Resources Curator at Ithaca College in the Department of Art History for almost 20 years. Contact Randi by calling 607.274.3198; or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Fa, Wi, Sp, Su
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
▶**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

		Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD202, Business Law II*	3	Fa, Wi, Sp, Su
ECON121, Principles of Macroeconomics	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶ **ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Elective: Select courses that satisfies one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Accounting > Program Requirements

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Fa, Wi, Sp, Su
BUAD106, Foundations of Business	3	Fa, Wi, Sp, Su
CAPS, CAPS Elective1	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Fa, Wi, Sp, Su
ACCT120, Accounting on Microcomputers*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT203, Intermediate Accounting I*	4	Fa, Wi, Sp, Su
ACCT207, Income Taxation*	4	Fa, Wi, Sp, Su
BUAD201, Business Law I	3	Fa, Wi, Sp, Su
ECON, ECON Elective1	3	Fa, Wi, Sp, Su
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ACCT204, Intermediate Accounting II*	4	Fa, Wi, Sp, Su
ACCT205, Cost Accounting*	4	Fa, Wi, Sp,

Our Stories

Ashlee Seals
A true woman of excellence
Full story

SGA Tompkins Cortland Community College

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100 and all BUAD and ACCT courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Accounting

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Fa, Wi, Sp, Su
ACCT102, Principles of Accounting II*	4	Fa, Wi, Sp, Su
ACCT203, Intermediate Accounting I*	4	Fa, Wi, Sp, Su
ACCT204, Intermediate Accounting II*	4	Fa, Wi, Sp, Su
▶ **ACCT or BUAD or ECON Elective**	6	Use Schedule Search for electives
▶ **Restricted Elective(s)**	7	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

A "C" or better grade in all ACCT courses.

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Fa, Wi, Sp, Su
BIOT101, Introduction to Biotechnology	1	Fa, Wi, Sp, Su
CAPS, CAPS Elective1	1	Fa, Wi, Sp, Su
CHEM101, Principles of Chemistry I	4	Fa, Wi, Sp, Su
OR CHEM107, General Chemistry I		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL216, General Microbiology*	4	Fa, Wi, Sp, Su
CHEM102, Principles of Chemistry II	4	Fa, Wi, Sp, Su
OR CHEM108, General Chemistry II		Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
BIOL201, Human Anatomy and Physiology I	4	Fa, Wi, Sp, Su
OR BIOL205, General Genetics		Fa, Wi, Sp, Su
OR BIOL211, Ecology		Fa, Wi, Sp, Su
OR BIOL220, Cell Biology		Fa, Wi, Sp, Su
BIOL206, Molecular Genetic Techniques	1	Fa, Wi, Sp, Su
BIOL221, Cell Culture Techniques	1	Fa, Wi, Sp,

Our Stories

Carrie Buchanan
A tradition of service
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
CHEM205, Organic Chemistry I	4	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BIOT295, Biotechnology Seminar	3	Fa, Wi, Sp, Su
►**Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A “C” or better grade is required in ENGL 100, BIOL 104 and BIOL 216.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Restricted Elective: Any BUAD course to be selected in consultation with the student’s advisor.

SUNY GEN ED restricted elective: Select from two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

Required Courses-2BT

Course	Credits	Schedule
BIOL104, General Biology I*	4	Fa, Wi, Sp, Su
BIOL216, General Microbiology*	4	Fa, Wi, Sp, Su
BIOL206, Molecular Genetic Techniques	1	Fa, Wi, Sp, Su
BIOL221, Cell Culture Techniques	1	Fa, Wi, Sp, Su
BIOL201, Human Anatomy and Physiology I	4	Fa, Wi, Sp, Su
OR BIOL205, General Genetics		Fa, Wi, Sp, Su
OR BIOL211, Ecology		Fa, Wi, Sp, Su
OR BIOL220, Cell Biology		Fa, Wi, Sp, Su
BIOT101, Introduction to Biotechnology	1	Fa, Wi, Sp, Su
BIOT295, Biotechnology Seminar	3	Fa, Wi, Sp, Su
CHEM101, Principles of Chemistry I	4	Fa, Wi, Sp, Su
OR CHEM107, General Chemistry I		Fa, Wi, Sp, Su
CHEM102, Principles of Chemistry II	4	Fa, Wi, Sp, Su
OR CHEM108, General Chemistry II		Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**31**	

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Broadcast Production > Program Requirements

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Fa, Wi, Sp, Su
COMM101, Mass Media*	3	Fa, Wi, Sp, Su
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Fa, Wi, Sp, Su
COMM120, Broadcast Operations*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Fa, Wi, Sp, Su
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
COMM220, Radio Production*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM170, Broadcast Copywriting*	3	Fa, Wi, Sp, Su
COMM230, Broadcast Communication Skills*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM160, Broadcast Journalism*	3	Fa, Wi, Sp, Su
COMM225, Communication Law and Ethics*	3	Fa, Wi, Sp, Su
COMM262, Portfolio Preparation-Communication*	1	Fa, Wi, Sp, Su
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**13**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (four courses): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Broadcast Production > Program Requirements

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM101, Mass Media*	3	Fa, Wi, Sp, Su
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Fa, Wi, Sp, Su
COMM111, Foundations of Digital Editing*	1	Fa, Wi, Sp, Su
COMM112, Foundations of Motion Graphics*	1	Fa, Wi, Sp, Su
COMM120, Broadcast Operations*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Fa, Wi, Sp, Su
OR ART 106, Introduction to Photojournalism		Fa, Wi, Sp, Su
OR ART 111, Photography I		Fa, Wi, Sp, Su
COMM140, Introduction to Field Production*	3	Fa, Wi, Sp, Su
COMM210, Production and Direction*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM245, Professional Video Editing and Post Production*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Program Elective**	6	Use Schedule Search for electives

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM145, DVD Authoring*	1	Fa, Wi, Sp, Su
COMM170, Broadcast Copywriting*	3	Fa, Wi, Sp, Su
COMM225, Communication Law and Ethics*	3	Fa, Wi, Sp, Su
COMM262, Portfolio Preparation-Communication*	1	Fa, Wi, Sp, Su
COMM290, Television News Production*	3	Fa, Wi, Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (two): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Fa, Wi, Sp, Su
BUAD111, International Business	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
►**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECON121, Principles of Macroeconomics	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**ACCT or BUAD or Liberal Arts Elective**	6	Use Schedule Search for electives
▶**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ACCT, BUAD, or Liberal Arts Electives: Based on transfer plans, a student may want to select a SUNY GEN ED approved course for one of these requirements in order to completely satisfy SUNY GEN ED requirements for a baccalaureate degree.

SUNY GEN ED Restricted Electives: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates > Business Administration > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business*	3	Fa, Wi, Sp, Su
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
BUAD204, Principles of Marketing*	3	Fa, Wi, Sp, Su
BUAD208, Principles of Management*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Fa, Wi, Sp, Su
BUAD201, Business Law I*	3	Fa, Wi, Sp, Su
BUAD203, Business Communications*	3	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
▶**Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Our Stories

Julianna Johnson
A life-changing education
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Fourth Semester

Course	Credits	Schedule
BUAD290, Applied Management Seminar*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
▶**Business Administration Elective**	6	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all BUAD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

BUAD Electives: SOCE 205 Organizational Behavior may be taken for one of the BUAD Electives.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

Business Management (2)

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
ACCT102, Principles of Accounting II	4	Fa, Wi, Sp, Su
BUAD103, Entrepreneurship I	3	Fa, Wi, Sp, Su
BUAD104, Business Mathematics	3	Fa, Wi, Sp, Su
BUAD106, Foundations of Business	3	Fa, Wi, Sp, Su
BUAD201, Business Law I	3	Fa, Wi, Sp, Su
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
BUAD204, Principles of Marketing	3	Fa, Wi, Sp, Su
BUAD208, Principles of Management	3	Fa, Wi, Sp, Su
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ECON101, Introduction to Economics	3	Fa, Wi, Sp, Su
OR ECON120, Principles of Microeconomics		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**35**	

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HLTH207, Drug Studies	3	Fa, Wi, Sp, Su
HLTH208, Alcohol and Alcoholism	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PSYC207, Developmental Psychology: The Adolescent	3	Fa, Wi, Sp, Su
OR PSYC208, Developmental Psychology: The Adult		Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
▶**MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Fa, Wi, Sp, Su
CDSC200, Chemical Dependency Field Work I*	4	Fa, Wi, Sp, Su
CDSC201, Chemical Dependency Counseling Theory	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
PSYC209, Abnormal Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL102, Principles of Biology II	3	Fa, Wi, Sp, Su
CDSC220, Chemical Dependency Field Work II	4	Fa, Wi, Sp,

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
CDSC225, Family Counseling and Chemical Dependency*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH Elective: MATH 109 or 110 for students not planning to transfer; MATH 109, 132, 135, 200, or 201 for transfer students.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Certificate

Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

Chemical Dependency Counseling

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling*	3	Fa, Wi, Sp, Su
CDSC200, Chemical Dependency Field Work I*	4	Fa, Wi, Sp, Su
CDSC201, Chemical Dependency Counseling Theory	3	Fa, Wi, Sp, Su
CDSC220, Chemical Dependency Field Work II	4	Fa, Wi, Sp, Su
CDSC225, Family Counseling and Chemical Dependency*	3	Fa, Wi, Sp, Su
HLTH207, Drug Studies	3	Fa, Wi, Sp, Su
HLTH208, Alcohol and Alcoholism	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**26**	

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Communication and Media Arts: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Fa, Wi, Sp, Su
COMM101, Mass Media*	3	Fa, Wi, Sp, Su
COMM120, Broadcast Operations*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Fa, Wi, Sp, Su
IRM 101, Research Strategies	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
COMM140, Introduction to Field Production*	3	Fa, Wi, Sp, Su
COMM160, Broadcast Journalism*	3	Fa, Wi, Sp, Su
COMM225, Communication Law and Ethics*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM230, Broadcast Communication Skills*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM262, Portfolio Preparation-Communication*	1	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp,

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
►**Restricted History Elective**	3	Use Schedule Search for electives
►**Program Elective**	3	Use Schedule Search for electives
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all COMM courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Program Electives: Select from Liberal Arts, Business, or Communication disciplines. Program advisor approval is required. Students interested in Radio Journalism should take COMM 285; those interested in TV Journalism should take COMM 295.

Restricted Elective: Select from: ART 101, ART 102, ART 111, ENGL 200, or MUSI 101

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Forensics: Associate in Applied Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CIS 108, Introduction to Computer Information Systems	3	Fa, Wi, Sp, Su
OR CSCI160, Introduction to Computer Programming		Fa, Wi, Sp, Su
CRJU105, Introduction to Criminal Justice	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CFOR110, Security System Design and Analysis	3	Fa, Wi, Sp, Su
CIS 132, Network Design	3	Fa, Wi, Sp, Su
CIS 213, Programming in C++	3	Fa, Wi, Sp, Su
CRJU210, Introduction to Criminal Investigation	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

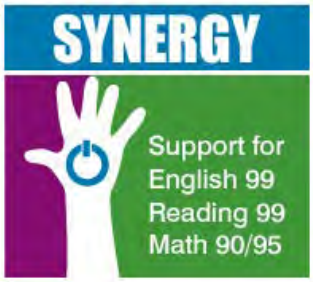
Course	Credits	Schedule
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
CFOR210, Computer Forensics	3	Fa, Wi, Sp, Su
CFOR220, Intrusion Detection	3	Fa, Wi, Sp, Su
CIS 215, Operating Systems	3	Fa, Wi, Sp, Su
SOCI207, Introduction to Criminology	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CFOR230, Search and Seizure-Legal and Privacy Issues	3	Fa, Wi, Sp, Su
CFOR240, Economic Crime Investigation	3	Fa, Wi, Sp,

Our Stories

In Shik Lee
A future that works
Full story



News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
PSYC 103, Introduction to Psychology	3	Fa, Wi, Sp, Su
►**Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS123, Advanced Spreadsheets	1	Fa, Wi, Sp, Su
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Fa, Wi, Sp, Su
OR CSCI160, Introduction to Computer Programming		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS133, Advanced Databases	1	Fa, Wi, Sp, Su
CIS 132, Network Design	3	Fa, Wi, Sp, Su
CIS 213, Programming in C++	3	Fa, Wi, Sp, Su
CIS 214, Systems Analysis and Design	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 215, Operating Systems	3	Fa, Wi, Sp, Su
CIS 220, Database Concepts	3	Fa, Wi, Sp, Su
CIS 223, Programming in C++ Advanced Topics	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp,

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
CIS 225, JAVA	3	Fa, Wi, Sp, Su
OR CSCI165, Computing Fundamentals I		Fa, Wi, Sp, Su
CIS 227, Web Programming & Design	3	Fa, Wi, Sp, Su
CIS 230, Computer Information Systems Internship	3	Fa, Wi, Sp, Su
►**Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - General Sequence: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS133, Advanced Databases	1	Fa, Wi, Sp, Su
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
OR CIS 108, Introduction to Computer Information Systems		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH135, Precalculus Mathematics	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
MATH181, Discrete Mathematics	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Fa, Wi, Sp, Su
CSCI205, Computing Fundamentals II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
MATH201, Calculus I*	4	Fa, Wi, Sp, Su
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Health Services
A healthy campus
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Course	Credits	Schedule
CSCI 210, Assembly Language and Computer Systems	3	Fa, Wi, Sp, Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
MATH 202, Calculus II	4	Fa, Wi, Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit SUNY GEN ED elective. The course should be selected in consultation with the student's advisor.

MATH 135: MATH course placement depends on student background. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.

Note: A “C” or better grade is required in ENGL 100 and MATH 201.

SUNY GEN ED Restricted Electives: Select from approved courses for two the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS133, Advanced Databases	1	Fa, Wi, Sp, Su
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
OR CIS 108, Introduction to Computer Information Systems		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
MATH201, Calculus I*	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
MATH181, Discrete Mathematics	3	Fa, Wi, Sp, Su
MATH202, Calculus II*	4	Fa, Wi, Sp, Su
PHSC211, Physics I (Mechanics and Heat)	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Fa, Wi, Sp, Su
CSCI205, Computing Fundamentals II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
MATH203, Calculus III	4	Fa, Wi, Sp, Su
PHSC212, Physics II (Electricity and Magnetism)	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
CSCI210, Assembly Language and Computer Systems	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su

Our Stories

In Shik Lee
A future that works
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

▶ **SUNY GEN ED Restricted Elective**	6	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A “C” or better grade is required in ENGL 100, MATH 201, and MATH 202.

A student exempted from ENGL 100 should substitute MATH 206 Differential Equations. (A “C” or better grade in MATH 203, or a “B” or better grade in MATH 202 is a prerequisite for MATH 206.)

SUNY GEN ED Restricted Electives: Select from approved courses for two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS123, Advanced Spreadsheets	1	Fa, Wi, Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Fa, Wi, Sp, Su
OR CSCI160, Introduction to Computer Programming		Fa, Wi, Sp, Su
CSS 112, Hardware Repair and Maintenance	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS133, Advanced Databases	1	Fa, Wi, Sp, Su
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
CIS 132, Network Design	3	Fa, Wi, Sp, Su
CIS 214, Systems Analysis and Design	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
CIS 215, Operating Systems	3	Fa, Wi, Sp, Su
CIS 220, Database Concepts	3	Fa, Wi, Sp, Su
CSS 212, Help Desk and User Support	3	Fa, Wi, Sp, Su
ENGL103, Report Writing	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Fourth Semester

Course	Credits	Schedule
CSS 240, Computer Support Specialist Internship	3	Fa, Wi, Sp, Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Math, Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CONT107, Construction Materials	3	Fa, Wi, Sp, Su
DRAF117, Architectural Drafting I	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH122, Technical Mathematics	3	Fa, Wi, Sp, Su
OR MATH132, College Algebra and Trigonometry		Fa, Wi, Sp, Su
►**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
DRAF118, Architectural Drafting II	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENVS102, Technology and the Environment	3	Fa, Wi, Sp, Su
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD103, Entrepreneurship I	3	Fa, Wi, Sp, Su
OR BUAD201, Business Law I		Fa, Wi, Sp, Su
CONT202, Surveying	3	Fa, Wi, Sp, Su
ENGL103, Report Writing	3	Fa, Wi, Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

TC3.biz Link to Success

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CONT115, Construction Estimating and Planning	2	Fa, Wi, Sp, Su
CONT208, Construction Management and Regulation	3	Fa, Wi, Sp, Su
CONT210, Structural Design	4	Fa, Wi, Sp, Su
CONT216, Materials Testing	2	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

Humanities Elective: ENVS 105 recommended

MATH 122 is strongly recommended. A student with four years of high school mathematics is encouraged to substitute MATH 135 or MATH 201 for MATH 122 or MATH 132. The minimum program requirement of 62 credits must still be met. A waiver request form must be submitted and approved.

Restricted Elective(s): Select from ACCT 101, ENVS 101, MATH 135, MATH 200, or 3 additional CAPS Electives.

Social Science Elective: POSC 112 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Construction and Environmental Technology > Program Requirements

Program Requirements

Construction & Environmental Technology: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
CONT107, Construction Materials	3	Fa, Wi, Sp, Su
CONT115, Construction Estimating and Planning	2	Fa, Wi, Sp, Su
CONT202, Surveying	3	Fa, Wi, Sp, Su
CONT208, Construction Management and Regulation	3	Fa, Wi, Sp, Su
CONT210, Structural Design	4	Fa, Wi, Sp, Su
CONT216, Materials Testing	2	Fa, Wi, Sp, Su
DRAF117, Architectural Drafting I	3	Fa, Wi, Sp, Su
DRAF118, Architectural Drafting II	3	Fa, Wi, Sp, Su
ENVS102, Technology and the Environment	3	Fa, Wi, Sp, Su
▶ **Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

Restricted Electives: Select from ACCT 101, MATH 135, MATH 200, or three CAPS Electives.

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL261, Visiting Writer Series Workshop	1	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL262, Writing Workshop - Poetry	1	Fa, Wi, Sp, Su
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
ENGL227, Creative Writing Workshop	3	Fa, Wi, Sp, Su
ENGL256, Playwriting	3	Fa, Wi, Sp, Su
▶**English Elective**	3	Use

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL215, Short Fiction	3	Fa, Wi, Sp, Su
OR ENGL229, Introduction to Poetry		Fa, Wi, Sp, Su
OR ENGL257, Directing		Fa, Wi, Sp, Su
ENGL275, Getting Published - Prose and Poetry	1	Fa, Wi, Sp, Su
►**English Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

ENGL Electives: Literature course strongly recommended.

Foreign Language Sequences: ARAB 101 & ARAB 102, Arabic I & II; CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Unrestricted Electives: ENGL 103 Report Writing, ENGL 108 Performance Poetry and The Spoken Word, and ENGL 271 Writing Internship are strongly recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Creative Writing > Program Requirements

Program Requirements

Creative Writing-Screenwriting: Associate in Arts

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL135, Writing Workshop - Short Narrative Film	1	Fa, Wi, Sp, Su
ENGL261, Visiting Writer Series Workshop	1	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL200, Screenwriting	3	Fa, Wi, Sp, Su
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 233, Animation	3	Fa, Wi, Sp, Su
OR COMM115, Introduction to Digital Video		Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
ENGL216, Advanced Screenwriting	3	Fa, Wi, Sp, Su
ENGL233, Film Analysis	3	Fa, Wi, Sp,

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL255, Writing the Dramatic Television Series	3	Fa, Wi, Sp, Su
ENGL274, Marketing the Screenplay	1	Fa, Wi, Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 233: Per New Media Department approval, Creative Writing – Screenwriting majors do not need to complete ART 117 or ART 270 prior to enrolling in ART 233.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

Foreign Language Sequences: ARAB I & II, Arabic I & IICHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Liberal Arts & Unrestricted Electives: ENGL 103, ENGL 108, ENGL/SOCI 218, ENGL 256, and ENGL271 are recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing - Prose and Poetry: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL261, Visiting Writer Series Workshop	1	Fa, Wi, Sp, Su
▶ **Unrestricted Elective**	6	Use Schedule Search for electives
▶ **Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Fa, Wi, Sp, Su
ENGL215, Short Fiction	3	Fa, Wi, Sp, Su
ENGL227, Creative Writing Workshop	3	Fa, Wi, Sp, Su
ENGL229, Introduction to Poetry	3	Fa, Wi, Sp, Su
ENGL260, Creative Writing Portfolio	1	Fa, Wi, Sp, Su
ENGL262, Writing Workshop - Poetry	1	Fa, Wi, Sp, Su
ENGL275, Getting Published - Prose and Poetry	1	Fa, Wi, Sp, Su
▶ **Restricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.

Restricted Elective: Select from ENGL 108, ENGL 261, or ENGL 271 in consultation with the student's advisor.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Creative Writing > Program Requirements

Program Requirements

Creative Writing-Screen Writing: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL135, Writing Workshop - Short Narrative Film	1	Fa, Wi, Sp, Su
ENGL200, Screenwriting	3	Fa, Wi, Sp, Su
ENGL261, Visiting Writer Series Workshop	1	Fa, Wi, Sp, Su
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
▶ **Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Fa, Wi, Sp, Su
ENGL216, Advanced Screenwriting	3	Fa, Wi, Sp, Su
ENGL233, Film Analysis	3	Fa, Wi, Sp, Su
OR ENGL255, Writing the Dramatic Television Series		Fa, Wi, Sp, Su
ENGL260, Creative Writing Portfolio	1	Fa, Wi, Sp, Su
ENGL271, Writing Internship	1	Fa, Wi, Sp, Su
ENGL274, Marketing the Screenplay	1	Fa, Wi, Sp, Su
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ben Currens
More than you might expect
Full story

SGA Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Criminal Justice > Program Requirements

Program Requirements

Criminal Justice: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Fa, Wi, Sp, Su
CRJU105, Introduction to Criminal Justice*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Political Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
SOCI207, Introduction to Criminology	3	Fa, Wi, Sp, Su
▶**Crim Just AS Elective**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
SOCI206, Juvenile Delinquency	3	Fa, Wi, Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade in ENGL 100 and all CRJU courses. CRJU 105 is a prerequisite for most 200 level CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Criminal Justice Elective: Choose, in consultation with advisor, from the following: CRJU 110, CRJU 210, CRJU 212, CRJU 215, CRJU 217, CRJU 230, POSC 213, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES, or transferred from other accredited colleges.

Liberal Arts Electives: To be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU105, Introduction to Criminal Justice*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
POSC103, American National Government	3	Fa, Wi, Sp, Su
OR POSC104, American State and Local Government		Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**CAPS Elective**	3	Use Schedule Search for electives
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Restricted History Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Fa, Wi, Sp, Su
CRJU210, Introduction to Criminal Investigation*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
SOCI207, Introduction to Criminology	3	Fa, Wi, Sp, Su
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

CRJU215, Legal Aspects of Evidence*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Electives: CAPS 111, 121, and 131 are strongly recommended.

CRJU 105: Prior completion or concurrent enrollment in ENGL 100 is required for CRJU 105.

CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 217, POSC 213, SOCI 206, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Restricted History Elective: Select from HSTY 101, HSTY 102, HSTY 201, or HSTY 202.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Fa, Wi, Sp, Su
CRJU105, Introduction to Criminal Justice*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CRJU110, Police Patrol Operations*	3	Fa, Wi, Sp, Su
CRJU215, Legal Aspects of Evidence*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
POSC103, American National Government	3	Fa, Wi, Sp, Su
OR POSC104, American State and Local Government		Fa, Wi, Sp, Su
HSTY, HSTY Elective1	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in all CRJU courses.

While ENGL 100 is not required, it is a prerequisite for ENGL 101 and other program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA Tompkins Cortland Community College

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Digital Cinema > Program Requirements

Program Requirements

Digital Cinema: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Fa, Wi, Sp, Su
COMM101, Mass Media*	3	Fa, Wi, Sp, Su
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Fa, Wi, Sp, Su
COMM111, Foundations of Digital Editing*	1	Fa, Wi, Sp, Su
COMM140, Introduction to Field Production*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL135, Writing Workshop - Short Narrative Film	1	Fa, Wi, Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

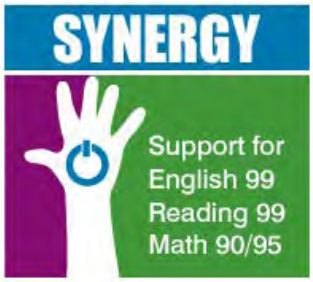
Course	Credits	Schedule
ART 111, Photography I	3	Fa, Wi, Sp, Su
COMM210, Production and Direction*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
OR ENGL101, Academic Writing II		Fa, Wi, Sp, Su
ENGL200, Screenwriting	3	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH200, Statistics		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM240, Non Fiction & Fiction Field Production*	3	Fa, Wi, Sp, Su
COMM262, Portfolio Preparation-Communication*	1	Fa, Wi, Sp, Su
OR ENGL260, Creative Writing Portfolio		Fa, Wi, Sp, Su
ENGL233, Film Analysis	3	Fa, Wi, Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
►	6	Use

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story



News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

▶**Restricted Elective 5DC**		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
COMM298, Cinema Capstone*	3	Fa, Wi, Sp, Su
OR ENGL298, Cinema Capstone*		Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
▶**SUNY GE Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all Communication (COMM) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Elective(s): Select from: ART 149, ART 212, ART 233, COMM 112, COMM 145, COMM 225, COMM 245, COMM 249, COMM 265, ENGL 102, ENGL 216, ENGL/SOCI 218, ENGL 255, or ENGL 271.

SUNY GEN ED Restricted Elective: Select a course from any of the approved SUNY General Education course areas except Area 8 – The Arts.

Unrestricted Elective: The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Early Childhood > Program Requirements

Program Requirements

Early Childhood - Sequence A: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Fa, Wi, Sp, Su
ECHD125, Introduction to Early Childhood Education*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH109, Statistical Literacy	3	Fa, Wi, Sp, Su
OR MATH110, Topics in Mathematics		Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ASTR101, Introductory Astronomy	3	Fa, Wi, Sp, Su
OR BIOL114, Essentials of Nutrition		Fa, Wi, Sp, Su
OR ENVS101, Biological Resource Conservation		Fa, Wi, Sp, Su
OR ENVS102, Technology and the Environment		Fa, Wi, Sp, Su
ECHD225, Early Childhood Curriculum Development*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
RECR150, Play Across Cultures	3	Fa, Wi, Sp, Su
OR SOCE150, Play Across Cultures		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 120, Drawing I	3	Fa, Wi, Sp, Su
OR ART 130, Ceramics		Fa, Wi, Sp, Su
ECHD206, Infant/Toddler Environments and Curriculum*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
PSYC205, Developmental Psychology: The Child	3	Fa, Wi, Sp, Su
SOCI201, Sociology of the Family	3	Fa, Wi, Sp, Su

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Fa, Wi, Sp, Su
ECHD242, Guided Field Work - Early Childhood Education*	4	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
ENGL220, Literature for Children	3	Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

SOCI 201: Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Early Childhood > Program Requirements

Program Requirements

Early Childhood - Sequence B: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Fa, Wi, Sp, Su
ECHD125, Introduction to Early Childhood Education*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH113, Mathematics for Elementary School Teachers I	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ECHD225, Early Childhood Curriculum Development*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Fa, Wi, Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Fa, Wi, Sp, Su
ECHD206, Infant/Toddler Environments and Curriculum*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
PSYC205, Developmental Psychology: The Child	3	Fa, Wi, Sp, Su
▶**Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Fa, Wi, Sp, Su
ECHD242, Guided Field Work - Early Childhood Education*	4	Fa, Wi, Sp,

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
ENGL220, Literature for Children	3	Fa, Wi, Sp, Su
▶ **Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

Restricted Liberal Arts Elective (3rd semester): Select from GEOG 120, HSTY 101, a Foreign Language Elective, or a SUNY GEN ED approved course.

Restricted Liberal Arts Elective (4th semester): Select from ANTH 202, SOCI 201, a Foreign Language Elective, or a SUNY GEN ED approved course. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Associate in Applied Science
Minimum Credits for Graduation: 66

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Fa, Wi, Sp, Su
ELEC121, Digital Electronics I	3	Fa, Wi, Sp, Su
ELEC126, Basic Electricity	4	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH122, Technical Mathematics	3	Fa, Wi, Sp, Su
OR MATH132, College Algebra and Trigonometry		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
ELEC127, Circuit Analysis	4	Fa, Wi, Sp, Su
ELEC130, Electronic Devices and Circuits	4	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
MATH135, Precalculus Mathematics	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ELEC207, Fabrication Techniques	2	Fa, Wi, Sp, Su
ELEC222, Digital Electronics II	4	Fa, Wi, Sp, Su
ELEC233, Linear Integrated Circuits	4	Fa, Wi, Sp, Su
PHSC104, General Physics I	4	Fa, Wi, Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ELEC223, Microcontroller Fundamentals	4	Fa, Wi, Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

OR ENGL 204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
► **Restricted Humanities Elective**	3	Use Schedule Search for electives
► **Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must complete ENGL 101 and ENGL 103.

MATH 122 or MATH 132: MATH 122 is strongly recommended.

Restricted Elective: Students planning to transfer to a BSET program should complete MATH 201, Calculus I, or CSCI 165, Computing Fundamentals I; students planning to work in the field after completion of the program should complete three 1-credit CAPS courses.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Certificate

Minimum Credits for Graduation: 44

Printable Worksheet (pdf)

Electrical Technology Certificate

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
DRAF107, Engineering Graphics	2	Fa, Wi, Sp, Su
ELEC121, Digital Electronics I	3	Fa, Wi, Sp, Su
ELEC126, Basic Electricity	4	Fa, Wi, Sp, Su
ELEC127, Circuit Analysis	4	Fa, Wi, Sp, Su
ELEC130, Electronic Devices and Circuits	4	Fa, Wi, Sp, Su
ELEC207, Fabrication Techniques	2	Fa, Wi, Sp, Su
ELEC222, Digital Electronics II	4	Fa, Wi, Sp, Su
ELEC223, Microcontroller Fundamentals	4	Fa, Wi, Sp, Su
ELEC233, Linear Integrated Circuits	4	Fa, Wi, Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Fa, Wi, Sp, Su
MATH122, Technical Mathematics	3	Fa, Wi, Sp, Su
OR MATH132, College Algebra and Trigonometry		Fa, Wi, Sp, Su
MATH135, Precalculus Mathematics	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**44**	

All certificate work may be applied to the A.A.S. degree program in Electrical Engineering Technology.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Derik Rich
A place to find yourself
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level1: Certificate
Minimum Credits for Graduation: 16

Printable Worksheet (pdf)

Electronics & Comp Systems Level 1

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Fa, Wi, Sp, Su
ELEC121, Digital Electronics I	3	Fa, Wi, Sp, Su
ELEC126, Basic Electricity	4	Fa, Wi, Sp, Su
ELEC130, Electronic Devices and Circuits	4	Fa, Wi, Sp, Su
MATH122, Technical Mathematics	3	Fa, Wi, Sp, Su
OR MATH132, College Algebra and Trigonometry		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Esther Williams
The thriving artist
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level2: Certificate
Minimum Credits for Graduation: 17

Printable Worksheet (pdf)

Electronics & Comp Systems Level 2

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
ELEC207, Fabrication Techniques	2	Fa, Wi, Sp, Su
ELEC222, Digital Electronics II	4	Fa, Wi, Sp, Su
ELEC233, Linear Integrated Circuits	4	Fa, Wi, Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Engineering Science > Program Requirements

Program Requirements

Engineering Science: Associate in Science
Minimum Credits for Graduation: 69

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CHEM107, General Chemistry I	4	Fa, Wi, Sp, Su
CSCI160, Introduction to Computer Programming	3	Fa, Wi, Sp, Su
DRAF107, Engineering Graphics	2	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
MATH201, Calculus I*	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENSC137, Introduction to Engineering	1	Fa, Wi, Sp, Su
MATH202, Calculus II*	4	Fa, Wi, Sp, Su
PHSC211, Physics I (Mechanics and Heat)	4	Fa, Wi, Sp, Su
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
ENSC204, Mechanics of Materials	3	Fa, Wi, Sp, Su
ENSC209, Engineering Mechanics: Statics	3	Fa, Wi, Sp, Su
MATH203, Calculus III*	4	Fa, Wi, Sp, Su
PHSC212, Physics II (Electricity and Magnetism)	4	Fa, Wi, Sp, Su
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENSC203, Electrical Science	4	Fa, Wi, Sp, Su
ENSC212, Dynamics	3	Fa, Wi, Sp,

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
MATH206, Differential Equations	4	Fa, Wi, Sp, Su
PHSC213, Physics III (Waves, Optics and Modern Physics)	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**18**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH 201: Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete this program.

Restricted Elective: Select from: CHEM 108, CONT 202, CSCI 165, ELEC 121, GEOL 101, OR MATH 200. If CHEM 108 is selected, it should be taken in the second semester and the SUNY GEN ED History Elective in the third semester.

With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses (ENSC 203, 204, 212, and the Restricted Elective) with CHEM 205 & CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 & BIOL 105, General Biology I & II.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Entrepreneurship: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester-Entreneurship AAS

Course	Credits	Schedule
BUAD103, Entrepreneurship I*	3	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Restricted MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
BUAD108, Sales and Sales Management*	3	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
OR ECON121, Principles of Macroeconomics		Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶ **Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Fa, Wi, Sp, Su
BUAD201, Business Law I*	3	Fa, Wi, Sp, Su
BUAD207, Entrepreneurship II*	3	Fa, Wi, Sp, Su
BUAD208, Principles of Management*	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Fourth Semester Entrepreneurship AAS

Course	Credits	Schedule
BUAD204, Principles of Marketing*	3	Fa, Wi, Sp, Su
BUAD212, Quality Customer Service*	3	Fa, Wi, Sp, Su
BUAD264, Entrepreneurial Internship*	3	Fa, Wi, Sp, Su
▶ **ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. A "C" or better grade is required in ENGL 100 and all BUAD courses.

Natural Sciences Elective: SUNY GEN ED Natural Sciences course, or ENVS 102 - Technology and the Environment recommended.

Restricted MATH Elective: Select from MATH 109, 132, 135, 200, or 201

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Environmental Studies > Program Requirements

Program Requirements

Environmental Studies: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
OR ECON121, Principles of Macroeconomics		Fa, Wi, Sp, Su
OR ENVS107, Economy, Society & Environment		Fa, Wi, Sp, Su
OR POSC103, American National Government		Fa, Wi, Sp, Su
OR POSC104, American State and Local Government		Fa, Wi, Sp, Su
OR POSC107, Economy, Society & Environment		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENVS101, Biological Resource Conservation*	3	Fa, Wi, Sp, Su
FSS 132, Freshman Seminar - Environmental Studies	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BIOL105, General Biology II*	4	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENVS102, Technology and the Environment*	3	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Fa, Wi, Sp, Su
OR BIOL116, Tropical Field Natural History		Fa, Wi, Sp, Su
OR BIOL211, Ecology		Fa, Wi, Sp, Su
CHEM101, Principles of Chemistry I	4	Fa, Wi, Sp, Su
OR CHEM107, General Chemistry I		Fa, Wi, Sp,

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
OR ENVS105, Environmental Ethics		Fa, Wi, Sp, Su
ENVS295, Global Seminar	3	Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BIOL 104, BIOL 105, ENGL 100, ENVS 101, and ENVS 102.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

MATH 132: Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement; MATH 201 is recommended.

Restricted Elective: (Select from: CHEM 102, CHEM 108, GEOL 101, PHSC 104, or PHSC 211)

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Graphic Design > Program Requirements

Program Requirements

Graphic Design: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 109, Graphic Design	3	Fa, Wi, Sp, Su
ART 110, Design I	3	Fa, Wi, Sp, Su
ART 120, Drawing I	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Fa, Wi, Sp, Su
ART 122, Drawing II	3	Fa, Wi, Sp, Su
ART 180, Typography	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
OR HSTY201, American History to 1877		Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Fa, Wi, Sp, Su
ART 111, Photography I	3	Fa, Wi, Sp, Su
ART 260, Portfolio Preparation - Graphic Design	1	Fa, Wi, Sp, Su
ART 270, Computer Graphics I	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Fa, Wi, Sp, Su
ART 200, Illustration	3	Fa, Wi, Sp, Su
ART 271, Computer Graphics II	3	Fa, Wi, Sp, Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A grade of C or better is required for ENGl 100.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Manier, Donna Meadow

Professor, Graphic Design/Computer Graphics

B.F.A., Herron School of Art, Indiana University
M.F.A. SUNY at Buffalo

Email Professor Manier

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Hotel and Restaurant Management > Program Requirements

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HRMG100, Introduction to the Hospitality Industry*	3	Fa, Wi, Sp, Su
HRMG101, Food Service and Preparation I*	3	Fa, Wi, Sp, Su
HRMG105, Food Sanitation & Safety*	1	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HRMG102, Food Service and Preparation II*	3	Fa, Wi, Sp, Su
OR HRMG220, International Culture & Cuisine - Study Abroad*		Fa, Wi, Sp, Su
PSED213, Job Search*	1	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
HRMG213, Hospitality Internship*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
BUAD103, Entrepreneurship I	3	Fa, Wi, Sp, Su

Our Stories

Rosanna Perez
Opening her mind
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

OR BUAD106, Foundations of Business		Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
HRMG103, Rooms Division Management*	3	Fa, Wi, Sp, Su
HRMG107, Safe Alcohol Handling*	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**14**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
OR BUAD, BUAD Elective1		Fa, Wi, Sp, Su
BUAD212, Quality Customer Service*	3	Fa, Wi, Sp, Su
OR WINE120, Survey of Wine and Alcoholic Beverages*		Fa, Wi, Sp, Su
HRMG201, Hospitality Law*	3	Fa, Wi, Sp, Su
HRMG205, Hospitality Marketing*	3	Fa, Wi, Sp, Su
HRMG206, Food and Labor Cost Control*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in BUAD 212; ENGL 100; HRMG 100, 101, 102, 103, 105, 107, 201, 205, 206, 213, 220; PSED 213 and WINE 120.

BUAD Electives should be selected based on student's academic progress and intentions upon graduation. Entrepreneurship I and II are recommended for students interested in pursuing their own business.

HRMG 102 or HRMG 220: If a student completes a six credit Hospitality Internship (HRMG 216), the extra three credits may replace HRMG 102 or HRMG 220. A waiver must be approved.

Humanities Elective: SPAN 100 Occupational Spanish is recommended.

*Grade of C or better is required

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Human Services > Program Requirements

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HLTH126, Health and Fitness	1	Fa, Wi, Sp, Su
OR HLTH206, Personal Health		Fa, Wi, Sp, Su
HUMS105, Introduction to Human Services*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
HUMS, HUMS Elective1	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II*	3	Fa, Wi, Sp, Su
HUMS110, The Helping Relationship*	3	Fa, Wi, Sp, Su
POSC, POSC Elective1	3	Fa, Wi, Sp, Su
HUMS, HUMS Elective1	3	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
HUMS229, Applied Methods in Human Services*	3	Fa, Wi, Sp, Su
SOCI205, Contemporary Social Problems	3	Fa, Wi, Sp, Su
HUMS, HUMS Elective1	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
HUMS230, Human Service Internship*	6	Fa, Wi, Sp, Su
▶**PSYC Elective**	3	Use

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100; HUMS 105, 110, 229, 230, and the Human Service Electives.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Human Services > Program Requirements

Program Requirements

Human Services: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HUMS104, Introduction to Corrections	3	Fa, Wi, Sp, Su
OR HUMS125, Introduction to Early Childhood Education		Fa, Wi, Sp, Su
HUMS105, Introduction to Human Services*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HUMS110, The Helping Relationship	3	Fa, Wi, Sp, Su
PSYC201, Social Psychology	3	Fa, Wi, Sp, Su
OR PSYC205, Developmental Psychology: The Child		Fa, Wi, Sp, Su
POSC, POSC Elective1	3	Fa, Wi, Sp, Su
▶**Human Services Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

HUMS Elective: (Choose one: HUMS 111, HUMS 212, or HUMS 225)

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > International Business > Program Requirements

Program Requirements

International Business: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD111, International Business	3	Fa, Wi, Sp, Su
BUAD204, Principles of Marketing	3	Fa, Wi, Sp, Su
ECON121, Principles of Macroeconomics	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
GEOG120, World Regional Geography	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Fa, Wi, Sp, Su
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
BUAD217, Fundamentals of Exporting	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD215, International Marketing	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp,

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
FITN, FITN Elective1	1	Fa, Wi, Sp, Su
HLTH126, Health and Fitness	1	Fa, Wi, Sp, Su
OR HLTH206, Personal Health		Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Electives: Select from the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 7-Humanities, 8-The Arts, or 9-Foreign Language. One course must be from the Humanities discipline in order to meet the TC3 General Education Humanities requirement.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > International Studies > Program Requirements

Program Requirements

International Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Communication-IS

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**9**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Math and Science Electives

Course	Credits	Schedule
▶**Restricted Math Elective**	3	Use Schedule Search for electives
BIOL102, Principles of Biology II	3	Fa, Wi, Sp, Su
OR BIOL105, General Biology II		Fa, Wi, Sp, Su
OR ENVS101, Biological Resource Conservation		Fa, Wi, Sp, Su
OR GEOL101, Introductory Geology		Fa, Wi, Sp, Su
OR METR101, Introductory Meteorology		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
▶**Social Science Elective-5IS**	21	Use Schedule Search for electives
Minimum Total Semester Credits	**21**	

Study Abroad Experience

Course	Credits	Schedule
ANTH260, Culture Survey for Study Abroad	3	Fa, Wi, Sp, Su
OR BIOL116, Tropical Field Natural History		Fa, Wi, Sp, Su
OR ENGL250, Field Studies in Literature		Fa, Wi, Sp, Su

Our Stories

Rosanna Perez
Opening her mind
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

OR HRMG220, International Culture & Cuisine - Study Abroad		Fa, Wi, Sp, Su
OR HSTY230, History of Ireland - Study Abroad		Fa, Wi, Sp, Su
OR HSTY260, Topics in Modern Latin America		Fa, Wi, Sp, Su
OR IED 260, Culture Survey for Study Abroad		Fa, Wi, Sp, Su
OR POSC230, History of Ireland		Fa, Wi, Sp, Su
OR POSC260, Topics in Modern Latin America		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**3**	

SUNY Gen Ed Restricted Elective

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Fa, Wi, Sp, Su
OR ART 102, History and Appreciation of Art II		Fa, Wi, Sp, Su
OR ART 109, Graphic Design		Fa, Wi, Sp, Su
OR ART 110, Design I		Fa, Wi, Sp, Su
OR ART 111, Photography I		Fa, Wi, Sp, Su
OR ART 112, Photography II		Fa, Wi, Sp, Su
OR ART 114, Design II		Fa, Wi, Sp, Su
OR ART 115, Painting I		Fa, Wi, Sp, Su
OR ART 120, Drawing I		Fa, Wi, Sp, Su
OR ART 122, Drawing II		Fa, Wi, Sp, Su
OR ART 130, Ceramics		Fa, Wi, Sp, Su
OR ART 180, Typography		Fa, Wi, Sp, Su
OR ART 200, Illustration		Fa, Wi, Sp, Su
OR ART 208, Women and Art		Fa, Wi, Sp, Su
OR ART 270, Computer Graphics I		Fa, Wi, Sp, Su
OR ART 271, Computer Graphics II		Fa, Wi, Sp, Su
OR CRJU217, Ethics in Criminal Justice		Fa, Wi, Sp, Su
OR ENGL102, Approaches to Literature		Fa, Wi, Sp, Su
OR ENGL105, Beginning Acting		Fa, Wi, Sp, Su
OR ENGL200, Screenwriting		Fa, Wi, Sp, Su
OR ENGL205, American Literature I		Fa, Wi, Sp, Su
OR ENGL206, American Literature II		Fa, Wi, Sp, Su
OR ENGL208, Introduction to Native American Literature		Fa, Wi, Sp, Su
OR ENGL215, Short Fiction		Fa, Wi, Sp, Su
OR ENGL220, Literature for Children		Fa, Wi, Sp, Su
OR ENGL225, World Literature I		Fa, Wi, Sp, Su
OR ENGL226, World Literature II		Fa, Wi, Sp, Su
OR ENGL227, Creative Writing Workshop		Fa, Wi, Sp, Su
OR ENGL229, Introduction to Poetry		Fa, Wi, Sp, Su

OR ENGL233, Film Analysis		Fa, Wi, Sp, Su
OR ENGL245, Survey of British Literature I		Fa, Wi, Sp, Su
OR ENGL246, Survey of British Literature II		Fa, Wi, Sp, Su
OR ENGL248, Contemporary Women Writers		Fa, Wi, Sp, Su
OR ENGL258, Creative Nonfiction		Fa, Wi, Sp, Su
OR ENVS105, Environmental Ethics		Fa, Wi, Sp, Su
OR HSTY101, Development of the Western Tradition I		Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
OR HSTY201, American History to 1877		Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
OR HSTY225, African American History		Fa, Wi, Sp, Su
OR HSTY233, Women in U.S. History		Fa, Wi, Sp, Su
OR HSTY255, Labor History		Fa, Wi, Sp, Su
OR MUSI101, Music Appreciation		Fa, Wi, Sp, Su
OR PHIL101, Introduction to Philosophy		Fa, Wi, Sp, Su
OR PHIL201, Contemporary Moral Issues		Fa, Wi, Sp, Su
OR RECR215, Recreation and the Expressive Arts		Fa, Wi, Sp, Su
OR SOCE258, Creative Nonfiction		Fa, Wi, Sp, Su
OR WGST208, Women and Art		Fa, Wi, Sp, Su
OR WGST233, Women in U.S. History		Fa, Wi, Sp, Su
OR WGST248, Contemporary Women Writers		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**3**	

Sustainability Elective

Course	Credits	Schedule
▶**Sustainability Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer > Program Requirements

Program Requirements

Liberal Arts & Sci-Adolescence Education: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
EDUC201, Introduction to the Teaching Profession	3	Fa, Wi, Sp, Su
EDUC295, Foundations of Education	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
PSYC207, Developmental Psychology: The Adolescent	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**33**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Other

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶		

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts and Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer > Program Requirements

Program Requirements

Lib Arts & Sciences Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Fa, Wi, Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Fa, Wi, Sp, Su
EDUC201, Introduction to the Teaching Profession	3	Fa, Wi, Sp, Su
EDUC295, Foundations of Education	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
MATH113, Mathematics for Elementary School Teachers I	3	Fa, Wi, Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
PSYC205, Developmental Psychology: The Child	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**43**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer > Program Requirements

Program Requirements

Lib Art & Sci-Early Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Fa, Wi, Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
ENGL220, Literature for Children	3	Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
HSTY201, American History to 1877	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
MATH113, Mathematics for Elementary School Teachers I*	3	Fa, Wi, Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
PSYC205, Developmental Psychology: The Child	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**37**	

Early Childhood Education Elective

Course	Credits	Schedule
▶**Early Childhood Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Foreign Language

Course	Credits	Schedule

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Early Childhood Teacher Education majors must complete Early Childhood course work and a concentration in a Liberal Arts and Sciences discipline. Specific courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

LAS-General Studies, Exploratory Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Freshman Seminar

Course	Credits	Schedule
FSS 131, Self and World	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**3**	

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**9**	

SUNY Gen Ed History Elective

Course	Credits	Schedule
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶**Math or Science Elective**	3	Use

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science

Course	Credits	Schedule
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
ANTH202, Cultural Anthropology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**6**	

Health

Course	Credits	Schedule
▶**Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Liberal Arts Elective

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. This course should be selected in consultation with the student's advisor.

Health Restricted Elective: Select from: BIOL 114, ENVS 101, HLTH 205, HLTH 206, HLTH 207, HLTH 208, HLTH 210, HLTH 215, HLTH 216, PSYC 208, or SOCE 201.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

MATH or Science Elective: ENVS 101 is recommended (if not selected for the Health Section or Liberal Arts Elective Section course).

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

LAS-General Studies, Individual Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**9**	

History

Course	Credits	Schedule
▶ **SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶ **Math or Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

SGA Tompkins Cortland Community College

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

Social Science Elective

Course	Credits	Schedule
▶ **Social Science Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule
▶ **Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
▶ **Unrestricted Elective**	21	Use Schedule Search for electives
Minimum Total Semester Credits	**21**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

Mathematics Elective: MATH 100 or above

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 33

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

Course	Credits	Schedule
HLTH, HLTH Elective1	3	Fa, Wi, Sp, Su
▶**English Elective**	6	Use Schedule Search for electives
▶**Social Science Elective**	9	Use Schedule Search for electives
▶**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**33**	

Financial aid is not available to students in the General Studies Certificate program, but course work may be applied to the Liberal Arts and Sciences-General Studies A.S. degree programs.

Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

James Jacob
Family DNA Portraits
Full story

SGA Tompkins Cortland Community College

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Humanities > Program Requirements

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**12**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
HSTY102, Development of the Western Tradition II	3	Fa, Wi, Sp, Su
OR HSTY201, American History to 1877		Fa, Wi, Sp, Su
HSTY202, American History Since 1877	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**6**	

Foreign Language Sequence

Course	Credits	Schedule
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Humanities Elective

Course	Credits	Schedule
▶**Humanities Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

Math and Science Electives

Course	Credits	Schedule
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Math or Science Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule

Our Stories

Derik Rich
A place to find yourself
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Search for electives
Minimum Total Semester Credits	**9**	

Social Science Elective

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Foreign Language Elective Sequence: (must complete in one language only)

Humanities Electives: A second foreign language, over and above the 6 - 7 credits required for category C, is acceptable and is strongly recommended for students planning to transfer to a SUNY Bachelor of Arts (B.A.) degree program.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

LA-Math Science Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
OR HSTY201, American History to 1877		Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
OR HSTY225, African American History		Fa, Wi, Sp, Su
MATH201, Calculus I	4	Fa, Wi, Sp, Su
FSS 138, Freshman Seminar - Math/Science	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

LA-Math Science Course Pairs

Course	Credits	Schedule
Course Pair One Elective	6	Use Schedule Search for electives
Course Pair Two Elective	8	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Computer-Related Course

Course	Credits	Schedule
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**1**	

Math, Science or Computer Sci Elective

Course	Credits	Schedule
Mathematics Elective	3	Use Schedule Search for electives
Science Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

Liberal Arts Elective

Course	Credits	Schedule
►**SUNY Gen Ed Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Credits in excess of the amounts in Category A (Required Courses) through E (Liberal Arts Electives) may be applied to Category F (Unrestricted Electives) ONLY.

HSTY 101, 102, 201, 202 OR 225: HSTY 225 approved for satisfaction of SUNY GEN ED American History only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

Math/Science Course Pairs: Must include one eight credit pair. Select from two different disciplines.

Unrestricted Electives: Up to three FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Social Science > Program Requirements

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Lib Arts--Soc Science Required Courses

Course	Credits	Schedule
ANTH202, Cultural Anthropology*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology*	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology*	3	Fa, Wi, Sp, Su
ANTH290, Social Science Capstone Course*	3	Fa, Wi, Sp, Su
OR HSTY290, Social Science Capstone Course*		Fa, Wi, Sp, Su
OR POSC290, Social Science Capstone Course*		Fa, Wi, Sp, Su
OR PSYC290, Social Science Capstone Course*		Fa, Wi, Sp, Su
OR SOCI290, Social Science Capstone Course*		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**24**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I*	3	Fa, Wi, Sp, Su
HSTY102, Development of the Western Tradition II*	3	Fa, Wi, Sp, Su
OR HSTY110, World History to 1500*		Fa, Wi, Sp, Su
OR HSTY111, World History Since 1500*		Fa, Wi, Sp, Su
HSTY102, Development of the Western Tradition II*	3	Fa, Wi, Sp, Su
HSTY110, World History to 1500*	3	Fa, Wi, Sp, Su
OR HSTY111, World History Since 1500*		Fa, Wi, Sp, Su
HSTY201, American History to 1877*	3	Fa, Wi, Sp, Su
HSTY202, American History Since 1877*	3	Fa, Wi, Sp, Su
OR HSTY110, World History to 1500*		Fa, Wi, Sp, Su
OR HSTY111, World History Since 1500*		Fa, Wi, Sp, Su
HSTY202, American History Since 1877*	3	Fa, Wi, Sp, Su

Our Stories

Ben Currens
More than you might expect
Full story

SGA Tompkins Cortland Community College

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

HSTY110, World History to 1500*	3	Fa, Wi, Sp, Su
OR HSTY111, World History Since 1500*		Fa, Wi, Sp, Su
HSTY201, American History to 1877*	3	Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877*		Fa, Wi, Sp, Su
HSTY225, African American History*	3	Fa, Wi, Sp, Su
OR HSTY233, Women in U.S. History*		Fa, Wi, Sp, Su
OR HSTY252, Native American History: Colonial Policies*		Fa, Wi, Sp, Su
OR HSTY255, Labor History*		Fa, Wi, Sp, Su
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
▶**Social Science Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Math and Science Electives

Course	Credits	Schedule
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH200, Statistics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
▶**Math or Science Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A "C" or better grade is required in ENGL 100 and all Social Science courses including the capstone course.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

HSTY 225 & 233 satisfy the SUNY GEN ED American History area only if a student has received an 85 or higher score on the NYS Regents US History & Government Exam.

Mathematics Elective: Select from MATH 132, 135, 200 or 201.

NOTE: Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest in psychology); math and science courses; and unrestricted electives requirements.

Unrestricted Electives: Courses should be selected in consultation with the student's advisor and should be based on requirements at the

intended four-year transfer institution. Up to 3 FITN credits may be used toward Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Women & Gender Studies > Program Requirements

Program Requirements

Liberal Arts&Sc-Women and Gender Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
WGST100, Perspectives on Women - An Introduction	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
WGST200, Images of Women	3	Fa, Wi, Sp, Su
WGST233, Women in U.S. History	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
WGST120, Women and Health Care	3	Fa, Wi, Sp, Su
WGST125, Women and Work	3	Fa, Wi, Sp, Su
▶**Social Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
ENVS105, Environmental Ethics	3	Fa, Wi, Sp, Su
OR PHIL101, Introduction to Philosophy		Fa, Wi, Sp, Su
OR PHIL201, Contemporary Moral Issues		Fa, Wi, Sp, Su
WGST, WGST Elective1	3	Fa, Wi, Sp, Su
►**Math or Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

WGST 233 satisfies the SUNY GEN ED American History requirement only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates > New Media > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 111, Photography I*	3	Fa, Wi, Sp, Su
ART 117, Visual Design for Electronic Media*	3	Fa, Wi, Sp, Su
ART 120, Drawing I*	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FSS 137, Freshman Seminar-New Media	1	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography*	3	Fa, Wi, Sp, Su
ART 213, Dynamic Media I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I*	3	Fa, Wi, Sp, Su
ART 214, Dynamic Media II*	3	Fa, Wi, Sp, Su
ART 233, Animation*	3	Fa, Wi, Sp, Su
ART 261, Portfolio Preparation - New Media*	1	Fa, Wi, Sp, Su
COMM115, Introduction to Digital Video	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II*	3	Fa, Wi, Sp,

Our Stories

James Jacob
Family DNA Portraits
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ART 254, Advanced Interactive Media Authoring*	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all ART courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Nursing > Program Requirements

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 68

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL131, Principles of Human Anatomy and Physiology I*	4	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
NURS110, Fundamentals of Nursing*	7	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
BIOL132, Principles of Human Anatomy and Physiology II*	4	Fa, Wi, Sp, Su
NURS120, Critical Thinking in Medical Surgical Nursing*	9	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**19**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
NURS208, The Art and Science of Nursing Across the Lifespan*	10	Fa, Wi, Sp, Su
NURS241, Pharmacology for Nurses and Allied Health Professionals*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL112, Essentials of Medical Microbiology*	3	Fa, Wi, Sp, Su
NURS225, Professional Practice and Complex Nursing Care*	10	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each nursing (NURS) course is required to earn a degree in

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Nursing.

ENGL 100, if required, must be completed with a “C” or better grade before the first semester.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Office Management and Administration: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD109, Personal Money Management	3	Fa, Wi, Sp, Su
ECON101, Introduction to Economics	3	Fa, Wi, Sp, Su
OR PSYC103, Introduction to Psychology		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HLTH126, Health and Fitness	1	Fa, Wi, Sp, Su
OR HLTH206, Personal Health		Fa, Wi, Sp, Su
OFFC101, College Keyboarding and Document Processing*	3	Fa, Wi, Sp, Su
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
ENGL101, Academic Writing II*	3	Fa, Wi, Sp, Su
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
BUAD212, Quality Customer Service	3	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS123, Advanced Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
FITN, FITN Elective1	1	Fa, Wi, Sp, Su
OFFC203, Administrative/Automated Office Procedures*	3	Fa, Wi, Sp, Su
OFFC211, Intermediate College Keyboarding & Document Processing*	3	Fa, Wi, Sp, Su

Our Stories

Derik Rich
A place to find yourself
Full story

TC3.biz Link to Success

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD208, Principles of Management	3	Fa, Wi, Sp, Su
CAPS141, Presentation Software	1	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech*	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication*		Fa, Wi, Sp, Su
OFFC221, Advanced College Keyboarding and Document Processing*	3	Fa, Wi, Sp, Su
OFFC230, Office Management and Administration Internship*	3	Fa, Wi, Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in OFFC101, OFFC110, OFFC203, OFFC211, OFFC221, OFFC230, ENGL100, ENGL101, and ENGL201 or ENGL204.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: SPAN 101 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Executive Office Assistant: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD109, Personal Money Management	3	Fa, Wi, Sp, Su
CAPS152, Web Page Design	1	Fa, Wi, Sp, Su
ENGL101, Academic Writing II*	3	Fa, Wi, Sp, Su
OFFC101, College Keyboarding and Document Processing*	3	Fa, Wi, Sp, Su
OFFC203, Administrative/Automated Office Procedures*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
BUAD212, Quality Customer Service	3	Fa, Wi, Sp, Su
CAPS121, Introduction to Spreadsheets	1	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS141, Presentation Software	1	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech*	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication*		Fa, Wi, Sp, Su
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100, ENGL 101, ENGL 201 or ENGL 204, OFFC 101, OFFC 110, and OFFC 203.

All credits earned toward the certificate may be applied toward requirements for the A.A.S. degree in Office Management and Administration.

If students enter in the spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Paralegal > Program Requirements

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
ECON101, Introduction to Economics	3	Fa, Wi, Sp, Su
OR ECON120, Principles of Microeconomics		Fa, Wi, Sp, Su
OR ECON121, Principles of Macroeconomics		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
PARA101, Introduction to Paralegalism*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PARA130, Legal Research and Drafting*	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
OR ENGL103, Report Writing		Fa, Wi, Sp, Su
PARA205, Litigation/Civil Procedure*	3	Fa, Wi, Sp, Su
PARA210, Real Estate/Property Law*	3	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Fourth Semester

Course	Credits	Schedule
ENGL 204, Fundamentals of Interpersonal Communication	3	Fa, Wi, Sp, Su
PARA 215, Family Law/Domestic Relations*	3	Fa, Wi, Sp, Su
PARA 220, Wills, Trusts, Estate Planning*	3	Fa, Wi, Sp, Su
PARA 230, Paralegal Internship*	2	Fa, Wi, Sp, Su
PARA 231, Paralegal Seminar*	3	Fa, Wi, Sp, Su
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A "C" or better grade is required in BUAD 201, ENGL 100, PARA 101, PARA 130, PARA 205, PARA 210, PARA 215, PARA 220, PARA 230 and PARA 231.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester. Alternative program requirements plans are available for students intending to transfer, honors college students, and students with prior college credits or degrees.

PARA 230: A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 Constitutional Law, PARA 216 Legal Aspect of Evidence, or PARA 225 Criminal Law and Procedure can be taken to satisfy these requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal Studies: Certificate
Minimum Credits for Graduation: 32

Printable Worksheet (pdf)

Printable Worksheet for Online Only Students (pdf)

First Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Fa, Wi, Sp, Su
PARC101, Introduction to Paralegalism*	3	Fa, Wi, Sp, Su
PARC130, Legal Research and Drafting*	3	Fa, Wi, Sp, Su
PARC205, Litigation/Civil Procedure*	3	Fa, Wi, Sp, Su
PARC210, Real Estate/Property Law*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
PARC215, Family Law/Domestic Relations*	3	Fa, Wi, Sp, Su
PARC220, Wills, Trusts, Estate Planning*	3	Fa, Wi, Sp, Su
PARC230, Paralegal Internship*	2	Fa, Wi, Sp, Su
PARC231, Paralegal Seminar*	3	Fa, Wi, Sp, Su
▶**PARC Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

1. To be admitted to this program, a student must have already earned a baccalaureate degree. 2. For any credits waived, another course must be substituted, chosen with the approval of an advisor. 3. A "C"or better grade is required in all courses.

PARC 205: Since Paralegal electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC Electives in their place in the first semester.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 Constitutional Law, PARC 216 Legal Aspects of Evidence, PARC 225 Criminal Law and Procedure, PARC 226 Bankruptcy, or BUAD 202 Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates > Photography > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Digital Emphasis: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Fa, Wi, Sp, Su
ART 111, Photography I	3	Fa, Wi, Sp, Su
ART 117, Visual Design for Electronic Media	3	Fa, Wi, Sp, Su
ART 120, Drawing I	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Fa, Wi, Sp, Su
ART 122, Drawing II	3	Fa, Wi, Sp, Su
ART 212, Digital Photography	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 112, Photography II	3	Fa, Wi, Sp, Su
ART 213, Dynamic Media I	3	Fa, Wi, Sp, Su
ART 214, Dynamic Media II	3	Fa, Wi, Sp, Su
OR ART 233, Animation		Fa, Wi, Sp, Su
OR COMM115, Introduction to Digital Video		Fa, Wi, Sp, Su
ART 262, Portfolio Preparation - Photography	1	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Fa, Wi, Sp,

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ART 222, Advanced Digital Photography	3	Fa, Wi, Sp, Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates > Photography > Program Requirements

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Fine Arts Emphasis: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Fa, Wi, Sp, Su
ART 110, Design I	3	Fa, Wi, Sp, Su
ART 111, Photography I	3	Fa, Wi, Sp, Su
ART 120, Drawing I	3	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 112, Photography II	3	Fa, Wi, Sp, Su
ART 114, Design II	3	Fa, Wi, Sp, Su
ART 122, Drawing II	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Fa, Wi, Sp, Su
ART 212, Digital Photography	3	Fa, Wi, Sp, Su
ART 262, Portfolio Preparation - Photography	1	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Fa, Wi, Sp, Su
ART 222, Advanced Digital Photography	3	Fa, Wi, Sp,

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
▶ **SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Recreation: Exercise Studies > Program Requirements

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I*	3	Fa, Wi, Sp, Su
OR BIOL104, General Biology I*		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FITN208, Weight Control	1	Fa, Wi, Sp, Su
FITN, FITN Elective1	1	Fa, Wi, Sp, Su
HLTH126, Health and Fitness	1	Fa, Wi, Sp, Su
RECR110, Introduction to Recreation	3	Fa, Wi, Sp, Su
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
FITN215, Aerobic Conditioning	1	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
RECR120, Leadership in Recreation	3	Fa, Wi, Sp, Su
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL201, Human Anatomy and Physiology I	4	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
OR ENVS105, Environmental Ethics		Fa, Wi, Sp, Su
HLTH205, First Aid and Safety Education	3	Fa, Wi, Sp, Su
RECR230, Personal Training & Aerobic Leadership	3	Fa, Wi, Sp, Su
▶**Unrestricted Elective**	3	Use

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL202, Human Anatomy and Physiology II	4	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
RECR220, Programming in Recreation and Leisure	3	Fa, Wi, Sp, Su
RECR232, Exercise Physiology	3	Fa, Wi, Sp, Su
RECR285, Recreation Field Work	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

BIOL 101 or 104: Students with High School Biology and Chemistry with minimum Regents exam grades of 80% within the past 5 years can take BIOL 104. The BIOL101 and BIOL102 sequence is recommended.

HLTH 205, RECR 230 & RECR 232: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher should complete RECR 210 Diversity and Inclusion.

Restricted Elective: Students must complete either BIOL 101 AND BIOL 102 with a C or better grade; or BIOL 104 with a C or better grade as a prerequisite for BIOL 201. Students, who complete BIOL 104 in the first semester, should select a SUNY GEN ED approved course to fulfill this requirement.

Unrestricted Elective: RECR 150 Play Across Cultures, BUAD 103 Entrepreneurship I, HLTH 206 Personal Health, SUNY GE Foreign Language Elective, CHEM 101 Introduction to Chemistry, or RECR 210 Diversity and Inclusion are recommended.

*Grade of C or better is required

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FITN102, Swimming II	1	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
RECR110, Introduction to Recreation	3	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
FITN216, Lifeguard Training	2	Fa, Wi, Sp, Su
RECR120, Leadership in Recreation	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
▶**Outdoor Activities Elective**	1	Use Schedule Search for electives
▶**SUNY Elective Natural Science or Arts**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Fa, Wi, Sp, Su
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
OR ENVS105, Environmental Ethics		Fa, Wi, Sp, Su
RECR210, Diversity and Inclusion in Recreation	3	Fa, Wi, Sp, Su
RECR274, Outdoor Recreation Pursuits	3	Fa, Wi, Sp, Su

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

►**SUNY Gen Ed Elective - Foreign Language**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
RECR 150, Play Across Cultures	3	Fa, Wi, Sp, Su
RECR 220, Programming in Recreation and Leisure	3	Fa, Wi, Sp, Su
RECR 260, Outdoor Education and Camp Counseling	3	Fa, Wi, Sp, Su
RECR 284, Outdoor Recreation Proficiency	1	Fa, Wi, Sp, Su
OR RECR 276, Outdoor Recreation Field Adventure		Fa, Wi, Sp, Su
OR RECR 285, Recreation Field Work		Fa, Wi, Sp, Su
►**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, or 152 recommended.

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended.

ENGL 102 or ENVS 105: Students intending to transfer to SUNY Cortland should take ENGL 102.

FITN 102 and FITN 116: A student who can demonstrate the swimming proficiency required for FITN 216 Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective.

Outdoor Activity Electives: FITN 109, FITN 110, FITN 119, FITN 120, FITN 166, FITN 221, RECR/FITN 160, RECR/FITN 161, RECR/FITN 162, RECR/FITN 163, or RECR/FITN 164.

Unrestricted Elective: CAPS 121, 123, 131, 133, 141; or HLTH 126; or an Outdoor Activity Elective recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Recreation: Recreation Leadership > Program Requirements

Program Requirements

Recreation: Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
RECR110, Introduction to Recreation	3	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
HLTH205, First Aid and Safety Education	3	Fa, Wi, Sp, Su
RECR120, Leadership in Recreation	3	Fa, Wi, Sp, Su
RECR150, Play Across Cultures	3	Fa, Wi, Sp, Su
SOCI101, Introduction to Sociology	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
RECR210, Diversity and Inclusion in Recreation	3	Fa, Wi, Sp, Su
RECR215, Recreation and the Expressive Arts	3	Fa, Wi, Sp, Su
▶**Foreign Language Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
FITN, FITN Elective1	1	Fa, Wi, Sp, Su
RECR220, Programming in Recreation and Leisure	3	Fa, Wi, Sp, Su
RECR201, Introduction to Therapeutic Recreation	3	Fa, Wi, Sp, Su
OR RECR285, Recreation Field Work		Fa, Wi, Sp, Su
PSYC, PSYC Elective1	3	Fa, Wi, Sp, Su
▶**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, or 152 recommended.

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended.

FITN 102 and FITN 116: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher can substitute an unrestricted elective.

SUNY GEN ED Natural Sciences Elective: A Lab Science should be considered based on the requirements of the student's selected transfer institution.

Unrestricted Elective: CAPS 121, 123, 131, 133, 141; or HLTH 126; or an Outdoor Activity Elective recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Sport Management > Program Requirements

Program Requirements

Sport Management: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
FSS 175, Freshman Seminar - Sport Management	1	Fa, Wi, Sp, Su
MATH132, College Algebra and Trigonometry	3	Fa, Wi, Sp, Su
OR MATH135, Precalculus Mathematics		Fa, Wi, Sp, Su
OR MATH201, Calculus I		Fa, Wi, Sp, Su
SPMT150, Foundations of Sport Management*	3	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD204, Principles of Marketing	3	Fa, Wi, Sp, Su
BUAD208, Principles of Management	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PSYC103, Introduction to Psychology	3	Fa, Wi, Sp, Su
OR SOCI101, Introduction to Sociology		Fa, Wi, Sp, Su
SPMT190, Event Practicum I*	1	Fa, Wi, Sp, Su
▶**CAPS Elective**	1	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
SPMT255, Sport Event Management*	3	Fa, Wi, Sp, Su
SPMT260, Sport Media Management*	3	Fa, Wi, Sp, Su

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Fa, Wi, Sp, Su
HSTY101, Development of the Western Tradition I	3	Fa, Wi, Sp, Su
OR HSTY102, Development of the Western Tradition II		Fa, Wi, Sp, Su
OR HSTY201, American History to 1877		Fa, Wi, Sp, Su
OR HSTY202, American History Since 1877		Fa, Wi, Sp, Su
MATH200, Statistics	3	Fa, Wi, Sp, Su
SPMT195, Event Practicum II*	1	Fa, Wi, Sp, Su
SPMT270, Sport Facilities/Venue Management*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**13**	

A "C" or better grade is required in ENGL 100 and all SPMT courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the students advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Web and Mobile Application Design: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Fa, Wi, Sp, Su
CAPS131, Introduction to Databases	1	Fa, Wi, Sp, Su
CAPS133, Advanced Databases	1	Fa, Wi, Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Fa, Wi, Sp, Su
OR CSCI160, Introduction to Computer Programming		Fa, Wi, Sp, Su
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography	3	Fa, Wi, Sp, Su
BUAD106, Foundations of Business	3	Fa, Wi, Sp, Su
CIS 213, Programming in C++	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
WD 155, Extensible Markup Language	1	Fa, Wi, Sp, Su
WD 157, Web & Mobile Design	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ART 213, Dynamic Media I	3	Fa, Wi, Sp, Su
BUAD203, Business Communications	3	Fa, Wi, Sp, Su
CIS 220, Database Concepts	3	Fa, Wi, Sp, Su
WD 220, PHP and Database Programming	3	Fa, Wi, Sp, Su
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CIS 225, JAVA	3	Fa, Wi, Sp,

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

		Su
OR CSCI 165, Computing Fundamentals I		Fa, Wi, Sp, Su
CIS 227, Web Programming & Design	3	Fa, Wi, Sp, Su
ENGL 201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su
WD 256, Web & Mobile Design Solutions	1	Fa, Wi, Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

An approved SUNY GEN ED course is recommended.

Per Art Department approval, Web & Mobile Application Design majors do not need to complete ART 111 Photography I prior to enrolling in ART 212 Digital Photography.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 65

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Fa, Wi, Sp, Su
HRMG100, Introduction to the Hospitality Industry*	3	Fa, Wi, Sp, Su
HRMG107, Safe Alcohol Handling*	1	Fa, Wi, Sp, Su
WINE120, Survey of Wine and Alcoholic Beverages*	3	Fa, Wi, Sp, Su
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD, BUAD Elective1	3	Fa, Wi, Sp, Su
ENGL101, Academic Writing II	3	Fa, Wi, Sp, Su
PSED213, Job Search*	1	Fa, Wi, Sp, Su
WINE130, Grape Growing and Wine Business*	3	Fa, Wi, Sp, Su
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
WINE213, Wine Marketing Internship*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Fa, Wi, Sp, Su
BUAD204, Principles of Marketing	3	Fa, Wi, Sp, Su
ENGL201, Fundamentals of Speech	3	Fa, Wi, Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Fa, Wi, Sp, Su

Our Stories

Health Services
A healthy campus
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

WINE200, Sensory Evaluation for Wine and Food Pairing*	3	Fa, Wi, Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD212, Quality Customer Service*	3	Fa, Wi, Sp, Su
HRMG201, Hospitality Law*	3	Fa, Wi, Sp, Su
HRMG206, Food and Labor Cost Control*	3	Fa, Wi, Sp, Su
WINE202, Beverage Studies*	3	Fa, Wi, Sp, Su
WINE220, Wine Marketing and Merchandising*	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BUAD 212, ENGL 100, HRMG 100, HRMG 107, HRMG 201, HRMG 204, PSED 213, WINE 120, WINE 130, WINE 200, WINE 202, WINE 213 and WINE 220.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities elective: SPAN 100 Occupational Spanish is recommended in consultation with the student's advisor.

Math, Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Wine Marketing > Program Requirements

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BUAD204, Principles of Marketing	3	Fa, Wi, Sp, Su
HRMG107, Safe Alcohol Handling*	1	Fa, Wi, Sp, Su
HRMG201, Hospitality Law	3	Fa, Wi, Sp, Su
WINE120, Survey of Wine and Alcoholic Beverages	3	Fa, Wi, Sp, Su
WINE130, Grape Growing and Wine Business	3	Fa, Wi, Sp, Su
WINE200, Sensory Evaluation for Wine and Food Pairing	3	Fa, Wi, Sp, Su
WINE202, Beverage Studies	3	Fa, Wi, Sp, Su
WINE213, Wine Marketing Internship	3	Fa, Wi, Sp, Su
WINE220, Wine Marketing and Merchandising	3	Fa, Wi, Sp, Su
Minimum Total Semester Credits	**25**	

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1 and Blackboard ANGEL 8.0. Blackboard Learn and ANGEL 8.0 are Web-based applications and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 & ANGEL 8.0 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

intended to be the most stable as the name implies. This channel is updated roughly every 2-3 weeks for minor releases and 6 weeks for major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn and Blackboard ANGEL:

- Internet Explorer 6, 7
- Firefox 1.x, 2.0, 3.0 and 3.5
- Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows
- Mac OSX 10.3, 10.4 "Tiger"
- Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at TC3 are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ENGL 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Human Resources Administrator

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilites Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grievance and Conduct Violation Policies Overview

TC3 is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and TC3 Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Human Resources Administrator
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs(if initially heard by Residence Director) or Vice President for Global Initiatives and Judicial Affairs (if initially heard by Director of Residence Life Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the TC3 community when involved in grievance or conduct violation procedures. The following staff members are specifically

Our Stories

Vanessa Wikel
Finding her own path
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Debbie Lacko, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Human Resources Administrator, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's TC3 MyMail account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, TC3 ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and the file shall be considered confidential and maintained by the maker for a period of three years.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Vice President for Global Initiattives and Judicial Affairs	Walter L. Poland	230	
Director of Residence Life & Judicial Affairs	Darese Doskal-Scaffido	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Human Resources Administrator	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	Amy Trueman	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Associate Dean for Curriculum and Academic Records	Jane Hammond	229	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to: reduction in grade, elimination of grade, and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. These recommendations and a report of the violation shall be sent to the provost within five class days. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a permanent or temporary notation that the student has violated the Policy on Academic Integrity will be made on the official academic records of the student. Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Classroom Behavior

TC3 values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to, interruptions through use of cell phones or other electronic devices, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, and inappropriate language and tone. Instructors may remove a student for the class session in which such disruptive behavior becomes continuous or serious, and may begin disciplinary proceedings in accordance with the TC3 Non-Academic Code of Conduct.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses, within two weeks of the beginning of the following semester;
- for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Derik Rich
A place to find yourself
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

TC3 supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other TC3 staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Human Resources Administrator/Affirmative Action Officer to assist with trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Human Resources Administrator should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 4.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or TC3 Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all interested parties of the

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another user's ID or password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Privacy

Each user account is protected from unauthorized access by requiring the use of a unique password to identify the legitimate user. No user

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy

The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Techonology Office (201) and the library.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Statement of Responsibilities
As members of the TC3 community, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by Tompkins Cortland Community College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residence life staff, dining services staff, and public safety staff acting in the performance of their duties.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds, alteration or fraudulent possession or use of documents or instruments of identification.

Our Stories

Derik Rich
A place to find yourself
Full story

LOSE WEIGHT. GET FIT. HAVE FUN.
PANTHER FITNESS CHALLENGE

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or consent of the partner, engaging in acts of peeping or voyeurism.

Consent is defined as spoken words or behavior that indicates, without a doubt to either party, a mutual agreement to participate in sexual intercourse or other sexual activities. Indicators of consent do not include silence or past or present sexual relationships. A person is deemed incapable of consenting when the person is mentally defective, mentally incapacitated, physically helpless (whether induced by drugs, alcohol, or otherwise), or asleep. A person can withdraw consent at any time. The use of alcohol or other drugs cannot be considered an excuse for sexual misconduct. Rape or sexual misconduct can be committed by a friend, acquaintance, or stranger.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on Collegeowned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland
Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

Good Samaritan Policy - Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. If you see someone who needs help, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. While the College cannot eliminate consequences resulting from violations of the Code of Conduct or state and federal law, efforts will be made to lessen sanctions for students who acted as Good Samaritans and summoned aid. Isn't that what you would want someone to do for you?

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community Collegeowned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but

not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the TC3 judicial system.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime…)
- Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result,is sanctioned through a judicial hearing process, that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer if responsibility is determined based on the evidence available.

5. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney in representation of his/her student client is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the administrative procedures and charges will be explained, documentation and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

6. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

7. In determining a sanction, the judicial hearing officer will consider a student's previous judicial violations as well as engagement in his or her academic program

8. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student in violation (or the victim in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Vice President for Global Initiatives and Judicial Affairs. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Removal from the College Housing System

The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for

such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College

The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the ollege or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Public Safety (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester

During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year. Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning
Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution
Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules
Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline may result in further disciplinary action.

Community Service
Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges
Exclusion from specifically stated facilities, services, or activities for a designated period of time. Examples include, but are not limited to, loss of driving or parking privileges, prohibition from entering certain or all residence halls or the athletic facility, prohibition from attendance at or participation in College-sponsored activities, room change restrictions, and prohibition from sponsoring events.

Residence Hall Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Disciplinary Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College.

Residence Hall Reassignment
In the event that in the judicial hearing officer's assessment the student and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal
The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College.

Suspension
Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties until s/he is readmitted.

Expulsion
Permanent termination of the student’s status at the College. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties.

Sanctions for Alcohol and Other Drug Violations
Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; dditional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to the Options program.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to TC3.

Failure to complete sanctions
Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the same type.

Parental Notification
In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college’s discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student’s continued living in the residence halls or enrollment in the college.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Policies & Procedures > Student Rights and Responsibilities > Policy Against Discrimination and Harassment

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades) or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Examples of this form of sexual harassment would include but

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

are not limited to:

- Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.
- Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.
- Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

- Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.
- Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).
- Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.
- Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.
- Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination/Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

- Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which

designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a omplaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@TC3.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Human Resources Administrator
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will omplete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

- Includes the filing of a formal complaint
- Involves the appointment of a hearing panel
- Calls for a formal investigation of all the elements of a complaint.
- Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only.

All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or TC3 Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Carrie Buchanan
A tradition of service
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the TC3 campus or affiliated with TC3. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

TC3 Bookstore Changes

Spring Break Bus

Essay Contest for SUNY Community College Students

Big Pink/Big Blue Cancer Fundraiser

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information

Fall 2013 Dean's List Announced

Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the TC3 community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the TC3 community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

- Office of Public Safety/Campus Police, Room 118, 844.6511
- Carolyn Boone, coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283
- Sharon Dovi, affirmative action officer, Room 219, 844.8222, Ext. 4251
- Seth Thompson, director of Multicultural Services, Room 230, 844.8222, Ext. 4358

TC3 law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at orientation and throughout the year by the Office of Counseling,

Our Stories

Carrie Buchanan
A tradition of service
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Career, Transfer Services.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the TC3 community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking
This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct
This offense includes sexual intercourse without consent and deviate sexual intercourse without consent. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape
This series of offenses includes sexual intercourse with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act
This series of offenses includes oral or anal sexual conduct with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching
This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse
This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent due to physical helplessness, or due to the person being under the age of

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

News & Announcements
TC3 Bookstore Changes
Spring Break Bus
Essay Contest for SUNY Community College Students
Big Pink/Big Blue Cancer Fundraiser
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information
Fall 2013 Dean's List Announced
Spring Academic Calendar

consent. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Intimate Partner Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the "same family or household" include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Sections of the New York State Penal Law that relate to domestic or intimate partner violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

- Disorderly Conduct
- Harassment
- Menacing
- Reckless Endangerment
- Criminal Obstruction of Breathing or Blood Circulation
- Strangulation
- Assault
- Any other offense that constitutes a crime against the person

Penalties for the above crimes can include imprisonment for periods ranging from 6 months to 25 years. Criminal and civil court actions may also result in Orders of Protection and other sanctions.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, douche, or change your clothes; contact Office of Public Safety immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim's fault.

Victims have the right to pursue adjudication of crimes occurring on the TC3 campus through criminal courts and/or through the college's internal disciplinary process (under the Student Code of Conduct). TC3 peace officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action
Where there is probable cause to believe the College's regulations prohibiting sexual assault, domestic/intimate partenr violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Protection of the victim
The College will make every effort to be responsive and sensitive to the victims of these serious crimes. Protection of the victim and

prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the victim and the accused both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Victim's Rights

The right to have a person or persons of the victim's choice accompany the victim throughout the disciplinary hearing.

The right to remain present during the entire proceeding.

As established in state criminal codes, the right to be assured that his/her irrelevant past sexual history will not be discussed during the hearing.

The right to make a "victim impact statement" and to suggest an appropriate penalty if the accused is found in violation of the code.

The right to be informed immediately of the outcome of the hearing as allowed by law.
During the disciplinary process, the rights of the "accused" are as described under the student Non-Academic Codebof Conduct.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate,

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

to enforce these regulations.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

AVAILABLE LIVE CHAT

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Victim's Rights

When a member of the TC3 community has been the victim of an alleged act of misconduct that violates the physical and/or mental welfare of an individual, the victim should expect that the student conduct system shall respond in a caring, sensitive manner that allows the victim to utilize the student conduct process unimpeded, while still maintaining the rights of the accused student. In cases including but not limited to sexual assault, physical assault, hazing, and harassment, the Office of Judicial Affairs will review each case for alleged victims and will inform individuals when victim status has been assigned.

The following rights shall be provided to victims of alleged offenses:

A. A victim has the right to be treated with dignity and compassion by the Office of Judicial Affairs, and by all persons involved in the disciplinary process.

B. A victim has the right to information pertaining to the campus student conduct process and appropriate referrals for information on the criminal process.

C. A victim has the right to information pertaining to counseling assistance available to her/him on and off campus.

D. A victim has the right to assistance throughout the student conduct process, including the right to have an advisor/support person present at all proceedings.

E. A victim has the right to due process protections, including the right to written notification of a hearing, the right to hear all information presented, the right to present information and witnesses, and the right to notification of the final results of a hearing (for victims of crimes of violence or non-forcible sexual offenses).

F. A victim has the right to testify from another location as long as it does not infringe upon the rights of the accused student to have a fair hearing.

G. A victim has the right to have any unrelated past behavior excluded from the hearing process. The Office of Judicial Affairs shall determine what constitutes unrelated behavior.

H. A victim has the right to submit a written impact statement to the Office of Judicial Affairs, which will be considered only in sanctioning, should there be a finding of violation against the accused student. The victim impact statement will remain a part of the record through all levels of appeal.

I. A victim has the right to not have her/his identity released by the College throughout the student conduct process in relation to campus and other media, and from all other uninvolved parties.

J. A victim has the right to expect to be free from intimidation and harassment throughout the student conduct process.

K. A victim has the right to request that campus personnel take the necessary steps reasonably available to prevent unwanted contact or proximity with the alleged assailant(s). This could include modification of living arrangements and/or class schedule.

L. In cases where the victim is a victim of sexual harassment, sexual assault, rape and/or sexual violence only, the victim has the right to appeal the finding or sanction as described in the Right of Appeal section.

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Right of Appeal

The student in violation (or the victim in a sexual harassment, sexual assault, rape and/or sexual violence case) may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Vice President for Global Initiatives and Judicial Affairs. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.

Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Accounting

Certificate: Accounting

Program length:2 semesters

Related occupations
Bookkeeping, Accounting, & Auditing Clerks (SOC code 43-3031.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Blaze Sanders
Big dreams
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Biotechnology > Biotechnology Certificate

Gainful Employment

Biotechnology

Certificate: Biotechnology

Program length:3 semesters

Related occupations
Molecular & Cellular Biologists (SOC code 19-1029.02)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Business Administration

Certificate: Business Management

Program length:3 semesters

Related occupations
General & Operations Managers (SOC code 11-1021.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Chemical Dependency Counseling > Chemical Dependency Counseling Certificate

Gainful Employment

Chemical Dependency Counseling

Certificate: Chemical Dependency Counseling

Program length:2 semesters

Related occupations
Substance Abuse & Behavioral Disorder Counselors (SOC code 21-1011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Construction and Environmental Technology

Certificate: Contruction and Environmental Technology

Program length:2 semesters

Related occupations
First-Line Supervisors of Construction & Extraction Workers (SOC code 47-1011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Criminal Justice

Certificate: Criminal Justice

Program length:2 semesters

Related occupations
First-Line Supervisors of Police & Detectives (SOC code 33-1012.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Electrical Engineering Technology > Electrical Engineering Technology Certificate

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Room - newer buildings: $3,950

Board - minimum meal plan: $950

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Electrical Engineering Technology > Electrical Engineering Technology Level I Certificate

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Room - newer buildings: $3,950

Board - minimum meal plan: $950

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Electrical Engineering Technology > Electrical Engineering Technology Level II Certificate

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

Room - newer buildings: $3,950

Board - minimum meal plan: $950

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Human Services > Human Services Certificate

Gainful Employment

Human Services

Certificate: Human Services

Program length:2 semesters

Related occupations
Community & Social Service Specialists, All Other (SOC code 21-1099.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Liberal Arts and Sciences – General Studies Certificate

Gainful Employment

Liberal Arts and Sciences – General Studies

Certificate: Liberal Arts and Sciences – General Studies

Program length:3 semesters

Related occupations
No Match

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Office Management and Administration > Executive Office Assistant Certificate

Gainful Employment

Office Management and Administration

Certificate: Executive Office Assistant

Program length:2 semesters

Related occupations
Executive Secretaries & Executive Administrative Assistants (SOC code 43-6011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Rosanna Perez
Opening her mind
Full story

TC3 STUDENT health101™ ARTICLES | VIDEOS | NEWS

News & Announcements

- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- General Education
- Honors College
- Phi Theta Kappa
- Farm to Bistro
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Paralegal > Paralegal Studies Certificate

Gainful Employment

Paralegal

Certificate: Paralegal Studies

Program length:3 semesters

Related occupations
Paralegal & Legal Assistants (SOC code 23-2011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3 STUDENT health101 ARTICLES | VIDEOS | NEWS

News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2013-14 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Wine Marketing

Certificate: Wine Marketing

Program length:3 semesters

Related occupations
Advertising and Promotions Manager (SOC code 11-2011.00)

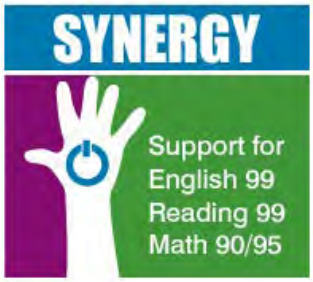
Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,150
Fees: $435
Books and supplies: $600
Room - newer buildings: $3,950
Board - minimum meal plan: $950
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Padraic O'Donnell
Finding his strength
Full story



News & Announcements
- TC3 Bookstore Changes
- Spring Break Bus
- Essay Contest for SUNY Community College Students
- Big Pink/Big Blue Cancer Fundraiser
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information
- Fall 2013 Dean's List Announced
- Spring Academic Calendar

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog

The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Past Academic Catalogs

2011-2012

Course Descriptions by Academic Year

2011-2012

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

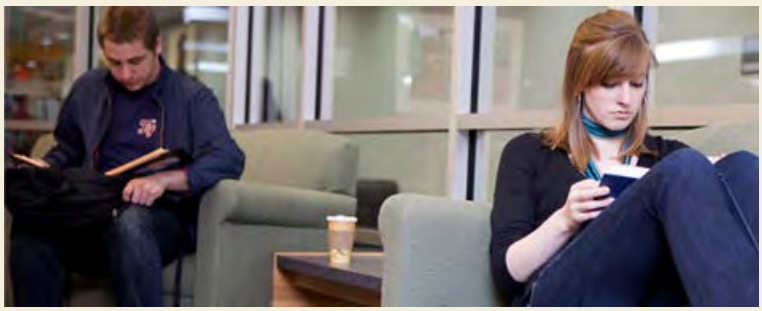
Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

The TC3 Catalog



The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Past Academic Catalogs

2011-2012

Course Descriptions by Academic Year

2011-2012

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates

View All | Transfer (A.S.) | Transfer (A.A.) | Career (A.A.S.) | Certificate

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Forensics
A.A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Digital Cinema
A.S. Degree

Early Childhood
A.A.S. Degree

Electrical Engineering Technology
A.A.S. Degree, Certificate

Engineering Science
A.S. Degree

Environmental Studies
A.S. Degree

Entrepreneurship
A.A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management

Anticipated Programs

- Culinary Arts
- International Studies
- Sustainable Farming and Food Systems

These programs have been approved by the TC3 Board of Trustees and are awaiting state approval.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A.A.S. Degree

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

Liberal Arts and Sciences – Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences – General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences – Humanities
A.A. Degree

Liberal Arts and Sciences – Math/Science
A.S. Degree

Liberal Arts and Sciences – Social Science
A.S. Degree

Liberal Arts and Sciences – Women & Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Office Management and Administration
A.A.S. Degree, Certificate

Paralegal
A.A.S. Degree, Certificate

Photography
A.S. Degree

Recreation: Exercise Studies
A.S. Degree

Recreation: Outdoor Recreation
A.S. Degree

Recreation: Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Web Design
A.A.S. Degree

Wine Marketing
A.A.S. Degree, Certificate

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Online Learning

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

What do you think about online courses?

Take two minutes and provide us your feedback on TC3's online offerings.

Take the survey

You can access your TC3 online course using any Internet connection, anytime, anywhere. And if you have a smartphone or other mobile device, you now have the ability to access and update much of your course content from your mobile device using the Blackboard Mobile™ Learn for ANGEL application. Search for "Blackboard Mobile Learn" in your App Store.

Degrees Offered Fully Online

These TC3 degree programs can be completed fully online:

- Business Administration, A.A.S
- Computer Information Systems, A.A.S.
- Computer Support Specialist, A.A.S.
- Hotel and Restaurant Management, A.A.S.
- Liberal Arts and Sciences: General Studies, Individual Studies Sequence, A.S.
- Paralegal, A.A.S.

Certificates Offered Fully Online

These TC3 certificates can be completed fully online:

- Business Management
- Chemical Dependency Counseling
- General Studies
- Paralegal Studies

Flexible Scheduling Through Online Options

Degrees and certificates that can be completed 80% online

- Accounting, A.A.S., A.S., Certificate
- Business Administration, A.S.
- Computer Forensics, A.A.S.
- Criminal Justice, A.A.S., A.S., Certificate
- Entrepreneurship, A.A.S.

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

International Business, A.S.

Liberal Arts and Sciences: Education, Adolescent, A.S.

Liberal Arts and Sciences: General Studies, Exploratory, A.S.

Liberal Arts and Sciences: Humanities, A.A.

Liberal Arts and Sciences: Social Science, A.A.

Web Design, A.A.S.

Degrees and certificates that can be completed 50% online

Computer Science, General or Engineering, A.S.

Biotechnology, A.S.

Broadcast Journalism, A.S.

Broadcast Production, Radio, A.A.S.

Construction and Environmental Technology, A.A.S.

Creative Writing, Screenwriting or Prose/Poetry, A.A.

Digital Cinema, A.S.

Early Childhood, General or Transfer, A.A.S.

Human Services, A.A.S., Certificate

Liberal Arts and Sciences: Math/Science, A.S.

Liberal Arts and Sciences: Women & Gender Studies, A.S.

Liberal Arts and Sciences: Education, Early Childhood or Childhood, A.S.

Office Management and Administration, A.A.S., Certificate

Sport Management, A.S.

Wine Marketing, A.A.S.

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

For more information about taking online courses,
Email OnlineLearning@TC3.edu or call 607.844.6580, ext. 4399

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2013	Dryden	Evening
Summer	2014	Ithaca	Daytime
Fall		Cortland	Optional.
Winter		Online	Choose only one.

Disciplines

ACAD	ACCT	ANTH	ARAB	ART
ASTR	BIOL	BIOT	BUAD	CAPS
CDS	CFOR	CHEM	CHIN	CIS
COMM	CONT	CRJU	CSCI	CSS
DRAF	ECHD	ECON	EDUC	ELEC
EMT	ENGL	ENSC	ENVS	ESL
FITN	FREN	FSS	GEOG	GEOL
GERM	HLTH	HRMG	HSTY	HUMN
HUMS	IED	IRM	ITAL	MATH
METR	MUSI	NURS	OFFC	PARA
PARC	PHIL	PHSC	POSC	PSED
PSYC	RDNG	RECR	RUSN	SOCE
SOCI	SPAN	SPMT	WD	WGST
WINE				

Search

Guide to disciplines

Note: The Evening filter selects only classes that start at 4:30 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Students who are not enrolled or who are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Enrollment Services Center

Main Campus, Dryden (Room 215)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–6 p.m.
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Fall and Spring Semesters
Monday–Thursday, 8:30 a.m.–8 p.m.
Friday, 8:30 a.m.–4 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Note
There will be no access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit through the front doors.

Cortland Extension Center

22 West Court Street
Cortland, NY
607.756.5275

Fall and Spring Semester
Monday 8 a.m.–12:30 p.m.; 12:45 p.m.–8 p.m.
Tuesday–Thursday 8 a.m.–8 p.m.
Friday, 8:30 a.m.–3:30 p.m.
Saturday and Sunday, Closed
1.607.756.5275

Note
There will be no building access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit normally.

Register Online

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

You can register online if you meet certain criteria and are authorized by your advisor.

- Sign in to myTC3 and select myINFO
- Select "Register," then select "Register for Courses"
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment/Prerequisites

Almost all new students must take placement tests in English, reading, and math before being able to register for any courses at TC3. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and a high-speed Internet connection

If you are unsure as to whether you meet these conditions, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email or call the Enrollment Services Center

Call 607.844.6580 or Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes held during the day as faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisor prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, students can work with an advisor to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add/Drop/Withdraw)

If you wish to change your schedule by adding, dropping, or

withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using myTC3 prior to the start of classes. TC3 offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission is required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. To enroll in a course once the "add" deadline has passed, students are required to obtain the Dean of Instruction's signature in addition to their advisor and instructor's signatures.

Dropping/Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid and your academic status. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check myTC3. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use myTC3 to select another course.

Course Load

Fall and Spring semesters: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses (6-8 credits) per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at TC3 at any time. Students at Cortland may cross-register for one course at TC3 as well.

Grades earned in such courses will not appear on the TC3 transcript, nor will they count toward a student's GPA at TC3. Students are responsible for having official transcripts sent to TC3 after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of "X" will be made on the student's academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Alumni Association Auditors: If you are a member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Lifetime Alumni Association Auditors: If you are a lifetime member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4369 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, tuition free (fees may apply), any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the Associate Dean for Curriculum and Academic Records for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the Dean of Instruction prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at TC3 if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at TC3 will be approved. Contact the Academic Records Office for further information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Transfer Opportunities

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of TC3 program areas that students have completed before transferring to that school.

Regions

New York State

Out of State

Graduate Profile

TC3 graduate employment and transfer profile

New York Opportunities

Alfred State

- Criminal Justice
- Electrical Engineering Technology
- New Media

Alfred University

- Liberal Arts and Sciences – General Studies
- New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

- Liberal Arts and Sciences – General Studies

Binghamton University

- Accounting
- Business Administration
- Chemical Dependency Counseling
- Computer Information Systems
- Computer Science
- Creative Writing
- Criminal Justice
- Engineering Science
- Environmental Studies
- Graphic Design
- Human Services
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Humanities
- Liberal Arts and Sciences – Math/Science
- Liberal Arts and Sciences – Social Science
- Liberal Arts and Sciences – Women & Gender Studies
- Nursing
- Paralegal
- Sport Management

Buffalo State College

- Biotechnology
- Broadcast Production

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Business Administration
Communication and Media Arts
Criminal Justice
Digital Cinema
Engineering Science
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography

Canisius College
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Math/Science

Cazenovia College
Criminal Justice
Liberal Arts and Sciences – General Studies

Clarkson University
Business Administration
Engineering Science

College of St. Rose

Columbia University
Liberal Arts and Sciences – Math/Science

Cornell University
Biotechnology
Business Administration
Chemical Dependency Counseling
Computer Science
Creative Writing
Digital Cinema
Engineering Science
Environmental Studies
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
New Media
Paralegal
Photography

CUNY Brooklyn College

Elmira College
Early Childhood
Human Services
Nursing

Empire State College
Accounting
Business Administration
Chemical Dependency Counseling
Construction and Environmental Technology
Human Services
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Nursing
Paralegal

Fashion Institute of Technology

Graphic Design

Hilbert College

Criminal Justice

Paralegal

Hobart and William Smith Colleges

Liberal Arts and Sciences – General Studies

Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Social Science

Hunter College, City University of New York

Human Services

Ithaca College

Accounting

Broadcast Production

Business Administration

Chemical Dependency Counseling

Communication and Media Arts

Computer Information Systems

Computer Science

Creative Writing

Digital Cinema

Early Childhood

Environmental Studies

Graphic Design

Human Services

International Business

Liberal Arts and Sciences – General Studies

Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Social Science

Photography

Recreation: Outdoor Recreation

Recreation: Recreation Leadership

Sport Management

John Jay College of Criminal Justice

Criminal Justice

Keuka College

Early Childhood

Human Services

New York University

Creative Writing

Digital Cinema

Pratt Institute

Graphic Design

Roberts Wesleyan College

Early Childhood

Rochester Institute of Technology

Biotechnology

Business Administration

Computer Information Systems

Computer Science

Construction and Environmental Technology

Electrical Engineering Technology

Engineering Science

Graphic Design

Liberal Arts and Sciences – Math/Science

New Media
Photography
Web Design

St. John's University
Liberal Arts and Sciences – Social Science

St. John Fisher College
Broadcast Production
Communication and Media Arts
Sport Management

Stony Brook University
Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Brockport
Chemical Dependency Counseling
Computer Science
Creative Writing
Criminal Justice
Liberal Arts and Sciences – Women & Gender Studies
Paralegal
Recreation: Exercise Studies
Recreation: Recreation Leadership
Sport Management

SUNY College at Cobleskill
Biotechnology
Business Administration
Liberal Arts and Sciences – General Studies

SUNY College at Canton
Human Services
Liberal Arts and Sciences – General Studies
Paralegal

SUNY College at Cortland
Accounting
Biotechnology
Broadcast Production
Business Administration
Chemical Dependency Counseling
Communication and Media Arts
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Digital Cinema
Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
New Media
Paralegal
Photography
Recreation: Exercise Studies

Recreation: Outdoor Recreation
Recreation: Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry
Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences – Math/Science

SUNY College at Fredonia
Broadcast Production
Business Administration
Communication and Media Arts
Digital Cinema
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
New Media

SUNY College at Geneseo
Communication and Media Arts
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Oneonta
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
New Media

SUNY College at Oswego
Broadcast Production
Business Administration
Communication and Media Arts
Criminal Justice
Digital Cinema
Graphic Design
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography

SUNY College at Plattsburgh
Broadcast Production
Chemical Dependency Counseling
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Recreation: Recreation Leadership

SUNY College at Potsdam
Computer Science

SUNY College at Purchase
Broadcast Production

Creative Writing
Liberal Arts and Sciences – Women & Gender Studies

SUNY Delhi
Business Administration
Nursing

SUNY Institute of Technology
Accounting
Business Administration
Computer Information Systems
Electrical Engineering Technology
Engineering Science
Sport Management

SUNY Morrisville State College
Recreation: Exercise Studies

SUNY New Paltz
Communication and Media Arts
Early Childhood
Graphic Design
Liberal Arts and Sciences – Women & Gender Studies
Photography

SUNY Upstate Medical University
Biotechnology
Nursing

Syracuse University
Chemical Dependency Counseling
Digital Cinema
Graphic Design
Human Services
Liberal Arts and Sciences – General Studies
Paralegal
Sport Management

University of Buffalo

Utica College
Paralegal

Wells College
Computer Science
Criminal Justice
Human Services
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Paralegal

Out of State Opportunities

Arizona State University
Nursing

Boston University
Digital Cinema

Champlain College
Web Design

East Stroudsburg University
Graphic Design

Emerson College
Creative Writing
Digital Cinema

Jacksonville University
Nursing

Florida State University – College of Motion Picture Arts
Digital Cinema

Full Sail University
Broadcast Production

Green Mountain College
Recreation: Outdoor Recreation

Indiana University at Indianapolis
Sport Management

Jefferson School of Health Professions
Biotechnology

Johns Hopkins University
Engineering Science

Lock Haven University
Recreation: Outdoor Recreation
Recreation: Recreation Leadership

Mansfield University
International Business
Liberal Arts and Sciences – General Studies
Sport Management

Ohio Wesleyan
Sport Management

Old Dominion University
Nursing

Penn State University
Recreation: Outdoor Recreation

Portland State University
Liberal Arts and Sciences – General Studies

San Diego State University
Nursing

Temple University
Digital Cinema

Thomas Jefferson University
Liberal Arts and Sciences – Math/Science

UCLA
Digital Cinema

University of Illinois
Engineering Science

University of Massachusettes Dartmouth

University of New England
Environmental Studies

University of North Carolina School of the Arts (Winston-Salem)
Digital Cinema

University of North Carolina Wilmington

University of Texas at Austin
Digital Cinema

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences – General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences – General Studies

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Academic Calendar

Academic Calendar

TC3 offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the TC3 Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Services

Student Services

Our mission is student success, and the TC3 community is dedicated to helping students achieve their vision of success with the support of numerous people on campus. From the admissions office to the Dr. Lucille S. Baker Commons, the College offers an array of support services.

Admissions

A great starting point not only for applying to TC3, but also for having all of your questions about applications, student life, and academic life answered.

Tuition and Fees

Discovered information about TC3's affordable education.

Financial Aid

Get a comprehensive look at the financial aid process and procedures. Also, find information about federal programs, student loans, grants, academic requirements for financial aid, and more.

Scholarships

TC3 offers more than 50 scholarships including some that pay for all tuition and fees. Explore the numerous offerings.

Academic Assessment

Learn about assessment done prior to taking classes at TC3, as well as advisement and registration processes.

Academic Support Services

From tutoring to assistance with computing, disabilities, and more, academic support is a core value of the College.

Student Life

With more than 800 beds on campus and numerous active student clubs and organizations, TC3 is a place where the residential student and commuter can feel comfortable and be active in the campus community.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Regulations

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through the TC3 website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

Under special circumstances, program requirements may be waived or other courses substituted for a requirement by completing a waiver request form available in the enrollment services center. New York State Department regulations, such as the minimum number of credits required for graduation and the required number of Liberal Arts and Science credits, may not be waived.

Examples of when a requirement may be waived include: when a course scheduling problem has made it impossible for you to meet a graduation requirement or when you need to meet a specific requirement of a four-year college to which you intend to transfer.

The waiver form should normally be approved before you enroll in a substitute course. The approval process is initiated by your academic advisor, reviewed by the appropriate department chairperson, and finally acted upon by the Dean of Instruction. It should be noted that waivers are never automatic.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising TC3 faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by the Academic Records Office regarding degree status. A student who applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Students must submit a final high school transcript documenting graduation or a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted. There is an additional matriculation fee of $20.

If the degrees are not to be awarded simultaneously and enrollment is

interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note
Multiple degrees will only be awarded for individual degree programs. A student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff. More information is available through the Office of Institutional Research.

Alcohol Policy

Curriculum Exemption
A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Faculty

Meet Our Faculty

Amidon-Staley, Deborah
Professor, Biology

Ansbro, Marianne
Professor, Coordinator of Disney Program

Bethony, Danielle
Associate Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cambridge, Joseph
Professor, English

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena, Milagros
Associate Professor, Nursing

Cerretani, Susan
Associate Professor, English

Chase, Lawrence
Professor, Business

Ensign, Mary Ellen
Instructor, Mathematics

Flaten, David, Ph.D.
Professor, History, Political Science

Ford, Gary
Assistant Professor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Assistant Professor, Mathematics

Gilewski, Amber
Assistant Professor, Psychology

Gold, Darlene, Ph.D.
Associate Professor, English

Grossman, Richard
Professor, Reading

Guest, Christine
Assistant Professor, Communication and Media Arts

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Hinchcliff, Robin
Associate Professor, English Speakers of Other Languages

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Hodack, Dianne
Instructor, Graphic Design

Imo, ThankGod
Professor, Accounting

Jacob, James R., Ph.D.
Professor, Biology

Johnson, Danielle
Assistant Professor, Nursing

Johnson, Kimari
Assistant Professor, English

Kleitz, William
Professor, Electrical Technology

Littell, Harry
Assistant Professor, Photography

McCabe, T Paul
Insructor, English

McCabe, Timothy
Assistant Professor, Economics/Business

McDonough, Kathleen
Professor, Criminal Justice

McEwan, Kenneth
Professor, Human Services

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Assistant Professor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Professor, New Media

Moody, Frank (Bud)
Professor, Office Administration

Moore, Paula
Associate Professor, Nursing

Moser, Sandra
Associate Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pasto, Linda
Professor, Nursing

Pastorello, Karen, Ph.D.
Professor, History

Piery, Miguel
Associate Professor, Modern Languages

Powell, Marsha
Professor, Computer Forensics

Pukstas, Daniel, Ph.D.
Professor, English

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Professor, Mathematics

Rea, Cornelia B., Ph.D.

Professor, Psychology

Regula, Anna
Assistant Professor, Reading

Sambolec, Eric, Ph.D.
Associate Professor, Psychology

Sammis, Carol
Assistant Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Professor, Nursing

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Assistant Professor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Professor, Computer Information Systems

Snyder, David
Professor, Sport Management

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Assistant Professor, Hotel and Restaurant Management

Starmer, Ronald
Professor, English

Stavenhagen-Helgren, Tina
Professor, Anthropology

Swinnich, Janet
Professor, Physics, Electrical Technology, Engineering Science

Tate, Philip
Professor, English

Testa, Paul
Professor, Construction Technology

Vande Berg, Travis, Ph.D.
Associate Professor, Sociology

Wendt, Donna
Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Wessell, Kelly, Ph.D.
Associate Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Admissions Requirements (Domestic)

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

TC3 is fully accredited by the Board of Regents of the University of the State of New York and by the Commission of Higher Education of the Middle States Association of Colleges and Schools. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If the student has submitted a completed application and academic credentials, they may be granted matriculated status at the College.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and, in addition, provide an official academic transcript from all colleges attended, even if no college credit was earned. All official transcripts must be requested by the student and sent directly from the former college or university to the admissions office. A student will not be admitted and transfer credit cannot be granted unless an official transcript is provided.

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at TC3. Transfer credit is not calculated into a student's grade point average at TC3.

Admission of Non-High School Graduates

As of July 1, 2012, Federal and State regulations changed and no longer allow students who are not high school graduates (or equivalent) to be admitted at SUNY community colleges. However, students may still be admitted if they had earned 6 college credits prior to July 1, 2012. To meet state requirements, a student must also have met "ability to benefit" on our Accuplacer test. If they do not meet this criteria, their options are to enroll at TC3 as a non-admitted student to pursue the 24-credit hour equivalency diploma (but students will have no financial aid and must pay for all expenses) or to pursue a GED. Once a student has earned their GED, he or she may reapply and be admitted at TC3.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at TC3 if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-effect individualized home instruction plan (IHIP) pursuant to section

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

100.10 of the Regulations of the Commissioner of Education must be submitted. A student may also submit a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to being admitted at TC3. In all cases, home-schooled students must complete the College's assessment testing.

Admission of Students from Non-Registered NYS High Schools

Students who have attended a non-registered high school in New York State must receive a letter of substantial equivalency from their home district Superintendant of Schools (or comparable chief school administrator) verifying that their program was substantially equivalent to a four-year high school program. If they cannot get this letter, they must follow the requirements for admission of non-high school graduates.

Admission of Students with a Degree from a Previous College/University

Students seeking to earn a degree who have already earned a degree from a regionally accredited college or university or any institution in New York State authorized by the Board of Regents to confer degrees can use the prior degree as verification of high school graduation (or equivalent). An official transcript or copy of the student's diploma from the previous institution will be acceptable documentation for high school equivalency, however the official transcripts from all previous colleges and universities must be submitted for admission.

Admission of Students from non-New York State Correspondence Schools

According to the New York State Education Department, when a student has completed a non-New York State high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Appropriate entities include: Middle States Association of Colleges and Schools; the New England Association of Colleges and Schools; the North Central Association of Schools and Colleges; the Northwest Association of Schools, Colleges and Universities; the Southern Association of Colleges and Schools; and the Western Association of Schools and Colleges. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state - these students must follow the requirements for the admission of non-high school graduates.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

Fall 2013 Deadline: July 15

TC3 will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Ex-offenders

Fall 2013 Deadline: July 15

TC3 will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information and, in most cases, a meeting with the ex-offender committee.

Admission of Students who are on Repeat Suspension

Fall 2013 Deadline: May 15

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and

requirements for readmission can be obtained from the Office of Provost.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application.If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Updated 1/14/13

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Life

With active clubs and organizations, a successful athletics programs, and more than 800 beds on campus, student life at TC3 is incredibly active. In addition to activities, you can also find information about transportation to and from campus, information about safety on campus, multicultural programs, and more.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TC3.biz Link to Success

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

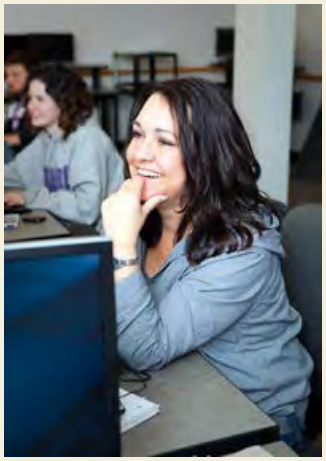
Honors College

A Community of Scholars

Requirements

PSYC 103

The TC3 Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.



Honors College Curriculum

The honors curriculum is available to students enrolled in a TC3 degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take honors sections of English composition, literature, sociology, and psychology. In some cases, these courses are included in program degree requirements. In other cases, honors courses will be taken in addition to courses required for a degree. Typically, students enroll in two of the four required honors sections in their first semester and the other two in their second semester. Class sizes will be limited to 20 students.

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at TC3. Students should take the following steps to be accepted into the honors program:

Apply to the College and enroll in one of our degree programs.

Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.

Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community

Our Stories

Linda Pasto
Partners in possibility
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

of scholars.

You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

General Education

SUNY General Education

Approved Courses

CRITICAL THINKING

TC3 graduates will:

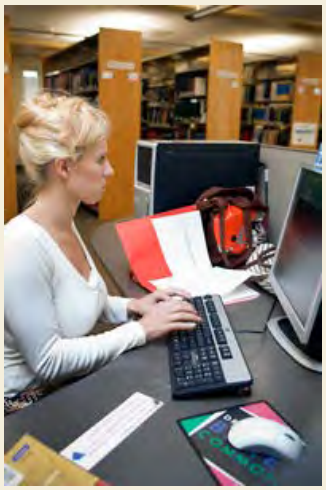
Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.



Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

TC3 graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

TC3 graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

TC3 Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

TC3 graduates will:
Begin to understand how their lives shape and are shaped by the complex world in which they live.

Understand that their actions have social, economic, and

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Degree-granting programs will identify how the curriculum supports this goal.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Sustainability Designation

TC3 Sustainability Literacy Program

Earn a special sustainability designation with any TC3 degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements
Requirements and approved electives (pdf)

Sustainability Efforts on Campus
Find out what faculty, staff and students are doing on campus

An Emerging Field
The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. TC3's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement TC3's associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements
To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Esther Williams
The thriving artist
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Disney College Program

Note: This information is intended for current TC3 students. Students attending TC3 international partner schools should contact their school's international programs office for information about the TC3 Disney International College Program.

What is it?

A full-time internship at Walt Disney World in Orlando, Florida. Students are paid for their work and can receive academic credit at the same time.

Who is eligible?

The program is open to all college students. At TC3, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older, non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must see Jenna Lenhardt in the TC3 Global Initiatives office to discuss visa regulations.

What are TC3's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0 at the time of application

ENGL 99 completed (if needed.)

Recommendation by a TC3 faculty or staff member

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note: *There is no summer-only program.*

Students should talk with their academic advisor to determine which semester would be best to be away from TC3, as some required courses may only be offered in certain semesters. Some students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many TC3 alumni have made careers with Disney World after participating in the College Program. And of

Our Stories

Linda Pasto
Partners in possibility
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

Students may be placed anywhere at the Walt Disney World Resort, including the Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. More than 20 postions are available in operations, lodging, food and beverage, retail/sales, recreation, and enterntainment. Participants must work when they are scheduled and understand that it is normal to work late nights, early mornings, weekends, and holidays. All roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Complete role descriptions are available through the Disney College Program.

What is the pay?

Pay rates range from $7.25 to more than $8 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $80 to $105, depending on apt. size and location and include local phone, cable and Internet. All residents abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All TC3 Disney students have the option of enrolling in BUAD 261-Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, HRMG 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the TC3 Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, complete one or more courses on-site at Disney, and perform volunteer community service. They submit regular learning reflection reports to the TC3 Disney Coordinator as well as a comprehensive summary report at the end of the program. Learning activities and assignments can be tailored to the number of credits selected by the student for BUAD 261.

Disney on-site courses:
Disney offers numerous opportunities for on-site learning. Disney Collegiate courses are the equivalent of university courses and are endorsed for credit by the American Council on Education. Disney Seminar courses offer the unique opporunity to learn more about how the Walt Disney World Resort operates. Complete course descriptions are available through the Disney College Program.

TC3 online courses:
Students may be able to complete a TC3 online course while in the College Program. Students who are thinking about this should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition and fees to TC3. The tuition amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable fee of $300. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($80 to $105 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

1. Complete information is available through the Disney College Program.

2. Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

3. Meet with the TC3 Disney Coordinator to get your questions answered and to discuss your eligibility for the program.

The application process

Timeline: For fall and Fall Advantage program, apply the preceding spring semester. For spring and Spring Advantage program, apply the preceding fall semester.

1. Submit the TC3 Disney application to the TC3 Disney Coordinator.

2. After the coordinator confirms your eligibility for the program, complete the Disney Online Application. This includes a Role Checklist to indicate which roles you are willing to perform, so be sure to familiarize yourself with the roles beforehand. Full descriptions are available through the Disney College Program.

3. After Disney accepts your application, the next step is a "web interview," which consists of approximately 100 questions that probe your personality and values.

4. If you pass the web interview, you will be invited to participate in a telephone interview.

5. You will hear from Disney approximately two to three weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

6. Work with the Disney coordinator and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

7. Attend the TC3 WDW pre-departure meeting to be scheduled by the TC3 Disney coordinator and register for BUAD 261, if applicable.

For More Information

Visit the Disney College Program.

TC3 Disney Program Coordinator
TC3 Room 214
607.844.8222, Ext. 4258
Email Coordinator

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Study Abroad

TC3's Study Abroad

We Offer Faculty Led Trips

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

If you are interested in any of these programs, contact the Coordinator of Study Abroad Programs, in the Center for Global Connections and International Education at 607.844.8222, Ext. 4516, Room 220 for a detailed inquiry packet and application.

NOTE: We may be able to provide information or make recommendations. If you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Our Stories

Janelle Boyd
Her vision of success
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many TC3 programs feature internship opportunities.

Internship options by degree program area

Business Administration

BUAD261: Walt Disney World College Program

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Prose, Poetry, and Drama

ENGL271: Writing Internship

Creative Writing-Screenwriting

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Office Management and Administration

Our Stories

Carrie Buchanan
A tradition of service
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

>

OFFC230: Office Management & Admin Internship

Nursing

NURS232: Nursing Internship

NURS233: Nursing Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

- A.S.
- A.A.S.

Certificate(s)

- Accounting

Program Information
Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Ithaca College
- Binghamton University
- University at Buffalo
- SUNY College at Cortland
- SUNY Oneonta
- SUNY Oswego
- SUNY Institute of Technology
- University of Texas San Antonio
- Empire State College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
T.G. Imo
Professor (Accounting/Business)

Our Stories

James Jacob
Family DNA Portraits
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Biotechnology

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.S.

Certificate(s)

Biotechnology

Program Information
Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

- University at Buffalo
- Buffalo State College
- SUNY College at Cobleskill
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Jefferson School of Health Professions
- SUNY Upstate Medical University
- Rochester Institute of Technology

For specific transfer information, contact the Program Chair.

Program Chair

Our Stories

Marc Harrison
Inspiration at any age
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

James R. Jacob, Ph.D.
Professor (Biology/Biotechnology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Broadcast Production

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At TC3, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Concentration

- Radio
- Television

Program Information

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Communication and Media Arts)
Email

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Business Administration

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, a certificate in Business Management is offered for those intending to pursue or advance their employment opportunities in a business related occupation.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

- A.S.
- A.A.S.

Certificate(s)

- Business Management

Program Information
Online Degree and Certificate
All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the TC3 enrollment services center for specific information.

Career Opportunities
Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Buffalo State College
- Clarkson University
- SUNY College at Cobleskill
- Cornell University
- SUNY College at Cortland
- SUNY Delhi

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

- Empire State College
- SUNY College at Fredonia
- SUNY Institute of Technology
- Ithaca College
- SUNY College at Oswego
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chairs

Larry Chase (A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.A.S. Degree)
Professor (Business)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at TC3. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Chemical Dependency Counseling

Program Information
Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

SGA Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- SUNY College at Plattsburgh
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith,Ph.D., LCSW-R, CASAC
Professor (Chemical Dependency Counseling and Psychology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Honors College
General Education
Sustainability Designation
Disney College Program
Study Abroad
Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office
Regular Hours
Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Communication and Media Arts

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree
The communication and media arts program is a transfer program that focuses on broadcast journalism. At TC3 you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.S.
Emphasis
Broadcast Journalism

Program Information
Career Opportunities
Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options
The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements
Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Forensics

Computer Forensics

(HEGIS: 5505)

A.A.S. Degree

More and more crimes are committed with the aid of computers. Whether they are used in the commission of the crime, as in email harassment or stalking, or used for keeping records of illegal activities such as gambling and embezzlement, the computer must be seized and analyzed. This degree program will help you learn how to provide a secure computer environment and learn techniques for collecting and analyzing computer-related evidence. You will be prepared for an entry-level position in a computer forensics lab, a member of a corporate security team that monitors and investigates suspicious activity, or to enter the law enforcement field. Requirements include a combination of criminal justice and computer technology courses to help you develop the skills needed to work in this growing field. An emphasis on social science coursework is included in the liberal arts and science credits. The remaining credits include courses such as Introduction to Criminal Investigation, SEarch and Seizure, and Economic Crime Investigation. Computer information systems courses will include operating systems and network designs. Intensive research skills will be developed throughout these courses. A dedicated lab provides hands-on experience with investigative tools and evidence gathering.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information

Career Opportunities

The computer forensics A.A.S. degree will provide you with the necessary coursework to accept entry-level positions such as:

Computer systems technician responsible for implementing procedures/software to maintain a secure computer environment for a business/organization

Forensic examiner helping law enforcement obtain evidence to be used in court

Security staff member responsible for monitoring and supporting security systems

Computer support specialists/analysts and technicians are listed among the fastest growing occupations in both the Southern Tier (includes Tompkins and Tioga counties) and the Central Region (includes Cortland county).

Transfer Options

Four-year schools in New York State that offer bachelor's degrees in economic crime investigation and related fields include SUNY College of Farmingdale, Hilbert College, and Utica College. Additionally, Champlain College in Vermont has a computer forensics bachelor's degree that is offered on campus or online.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Marsha Powell
Professor (Computer Information Systems)
Email

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Program Information
Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Science

Computer Science

(HEGIS: 5101)

A.S. Degree

The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Sequence

- General
- Engineering

Program Information

Career Opportunities

Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options

Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Ken Whitener
Associate Professor (Computer Science)
Email

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Computer Support Specialist

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree

As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information

Career Opportunities

Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options

While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tammy Smith
Professor (Computer Information Systems)
Email

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Construction and Environmental Technology

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Construction and Environmental Technology

Program Information
Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Hollywood
Learning with the stars
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements
Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Creative Writing

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish TC3's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.A.

Concentration
- Prose, Poetry, and Drama
- Screenwriting

Certificate(s)

- Creative Writing: Poetry and Prose
- Creative Writing: Screenwriting

Program Information
Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

TC3's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a TC3 screenwriter sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recentgraduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College
- New York University

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

SUNY College at Purchase

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Philip Tate
Professor (English)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Criminal Justice

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

- A.S.
- A.A.S.

Certificate(s)

- Criminal Justice

Program Information
Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Department of Public Safety.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs
Professor (Criminal Justice)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Digital Cinema

Digital Cinema

(HEGIS: 5606)

A.S. Degree

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios. Students may also choose (with instructor approval) to participate in the "Hollywood trip," a six-credit travel course that involves educational experiences on-site at television and film sets in Los Angeles.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Transfer Options

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina – Wilmington
- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Temple University

University of Texas at Austin

USC – University of South Carolina

UCLA

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Keith Millman
Professor (New Media)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Early Childhood

(HEGIS: 5503)

A.A.S. Degree
Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.
Sequence
General
Transfer

Program Information
Field Experience
Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities
The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Transfer Options
The early childhood A.A.S. sequence B degree prepares students for transfer to a bachelor's degree in early childhood education (birth - 2nd grade). Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair
Carol Sammis

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Assistant Professor (Early Childhood Education)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Electrical Engineering Technology

Electrical Engineering Technology

(HEGIS: 5310)

A.A.S. Degree, Certificate

A complex system of computers and electronics wires our world together. Industries are becoming more dependent on advanced technology and organizations of all kinds need men and women skilled in electronics. The program provides a solid background in analog and digital electronics and in microprocessor and computer programming. The A.A.S. degree prepares you for technician-level positions in research and development, product design, and manufacturing. It also provides a solid academic base for transfer to a four-year institution's bachelor of technology program.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Certificate(s)

Electrical Engineering Technology
Electrical Engineering Technology Level I
Electrical Engineering Technology Level II

Program Information
Career Opportunities

As manufacturers turn to electronics, both as an end product and as a means of controlling production processes, they must find men and women trained in electronics. Graduates of the electrical technology: electronics and computer systems degree program at TC3 fill the needs of these rapidly expanding local, national, and international companies. Recent graduates have found employment at Intertek Testing Services (ITS) Inc., Borg Warner Automotive, Cornell University, and Precision Filters, Inc.

Transfer Options

While the intent of this program is to prepare students for employment, this degree does provide a base for students considering transfer to four-year institutions to pursue a bachelor of technology degree. Recent graduates have continued their education at a four-year college or university for a Bachelor of Science in Electrical Technology degree (B.S.E.T). Transfer institutions include:

Alfred State
SUNY Institute of Technology
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

William Kleitz
Professor (Electrical Engineering Technology)
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Engineering Science

Engineering Science

(HEGIS: 5609)

A.S. Degree

Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at TC3 you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options

The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Institute of Technology
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair

Paul Testa
Professor (Engineering Science)
Email

Our Stories

Blaze Sanders

Big dreams

Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Environmental Studies

Environmental Studies

(HEGIS: 5499)

A.S. Degree

Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Field Work

Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the TC3 campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities

A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options

The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kelly Wessell, Ph.D.
Associate Professor (Biology)

Our Stories

In Shik Lee

A future that works

Full story

SGA Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Entrepreneurship

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Associate Professor(Economics/Business)
Email

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Graphic Design

Graphic Design

(HEGIS: 5499)

A.S. Degree

Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options

Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Dianne Hodack
Instructor (Graphic Design)

Our Stories

Julianna Johnson
A life-changing education
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

Demand continues for well-trained managers in this fast-paced people industry. Intense growth in the hospitality industry is expected to continue, with an increasing demand for well-trained managers. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. TC3 is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Professors of the program offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education coursework. There are also opportunities for study abroad. In addition, certification programs for Food and Alcohol service from National Restaurant Association's SERVSAFE are available through TC3 biz.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information

Career Opportunities

The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options

Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many TC3 Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College, University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the TC3 campus.

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Human Services

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Human Services

Program Information
Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Syracuse University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Kenneth P. McEwan
Professor (Human Services)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > International Business

International Business

(HEGIS: 5001)

A.S. Degree

As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options

The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- Mansfield University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kevin Haverlock
Professor (Business)
Email

Our Stories

Kelly Wessell

The place to teach

Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Liberal Arts and Sciences – Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

TC3 offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.S.

Area
- Adolescent Education (Teacher Education Transfer)
- Childhood Education (Teacher Education Transfer)
- Early Childhood Education (Teacher Education Transfer)

Program Information
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in childhood or early childhood education or in adolescence education:

Our Stories

Kelly Wessell
The place to teach
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements
Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Assistant Professor (Early Childhood Education)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – General Studies

Liberal Arts and Sciences – General Studies

(HEGIS: 5649)

A.S. Degree, Certificate

Exploratory Studies Sequence

This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

In the first semester, all Exploratory Studies Sequence majors complete FSS 131 Self and World. This course is designed to introduce students to the intellectual, social, and practical aspect of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live.

Individual Studies Sequence

This program is designed with flexibility to meet the needs of a variety of students:

- those who have specific transfer plans including a four-year college and degree
- those interested in pursuing a teacher education degree
- those who need to complete prerequisites for the nursing program
- those who have a field of interest but are unsure of transfer plans
- those who have a significant number of college credits and would like to complete an associate degree

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Sequence

- Exploratory Studies
- Individual Studies

Certificate(s)

- Liberal Arts and Sciences – General Studies

Program Information

Transfer Options

Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College

Our Stories

Katrina Teeter

Putting the student in student-athlete

Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah
- Wells College
- Western Kentucky University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Humanities

Liberal Arts and Sciences – Humanities

(HEGIS: 5649)

A.A. Degree
The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.

Program Information
Career Opportunities
While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

Transfer Options
Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bruce Need
Professor (English)
Email

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Math/Science

(HEGIS: 5649)

A.S. Degree

The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

Transfer Options

Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Nancy Putnam
Professor (Mathematics)
Email

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Social Science

Liberal Arts and Sciences – Social Science

(HEGIS: 5649)

A.S. Degree

The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Transfer Options

Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair

Cornelia B. Rea, Ph.D.
Professor (Psychology)
Email

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Liberal Arts and Sciences – Women & Gender Studies

Liberal Arts and Sciences – Women & Gender Studies

(HEGIS: 5649)

A.S. Degree

Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information
Career Opportunities

While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options

Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Karen Pastorello, Ph.D.
Professor (History)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > New Media

New Media

(HEGIS: 5012)

A.S. Degree

The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-Rom, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options

The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Keith Millman
Professor (New Media)
Email

Our Stories

Esther Williams
The thriving artist
Full story

TC3.biz Link to Success

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

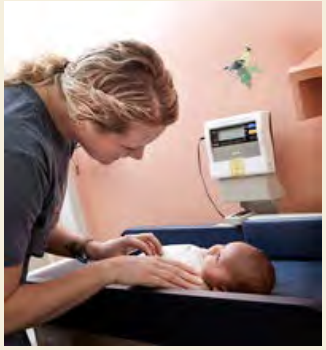
Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Nursing

Nursing

(HEGIS: 5012)

A.A.S. Degree



Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

TC3's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Graduates have an excellent job placement record.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information
Clinical Experience
To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship
Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities
After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Transfer Options
We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Arizona State University
- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

- Jacksonville University
- Old Dominion University
- San Diego State University
- SUNY Upstate Medical University
- University of Massachusetts Dartmouth

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Office Management and Administration

(HEGIS: 5005)

A.A.S. Degree, Certificate
Strong office administrators and managers are the backbone of all organizations. Our degree program in office management and administration prepares you for a career as an assistant, administrative assistant, executive assistant, administrative support specialist, coordinator, office manager, or secretary. Students who have acquired technology skills through high school programs or by other means may qualify for advanced standing in certain subjects.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Executive Office Assistant

Program Information
Career Advancement
Graduates of this program are employed by firms such as Advertising Associates, Inc., Avinet, Inc., Cornell Federal Credit Union, Cortland Savings Bank, Cortland and Tompkins County Departments of Social Services, Deanco, Inc., George Junior Republic, Groton Nursing Facility, Innovative Dynamics, Inc., Ithaca College, J.M. Murray Center, Inc., P.W. Wood and Sons Insurance, Precision Filters, Inc., Tompkins Cortland Community College, Tompkins Trust Company, Wendcentral Corp., and WHCU/WYXL. Over the past two years, all graduates seeking employment found positions with 88 percent employed directly in office administration.

Transfer Options
Qualified graduates can pursue a bachelor's in science degree in vocational teacher preparation at SUNY College at Oswego.

For specific transfer information, contact the Program Chair, or Counseling, Career, and Transfer Services office.

Program Chair
Bud Moody
Professor (Office Administration)
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Paralegal

(HEGIS: 5099)

A.A.S. Degree, Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Paralegal Studies

Program Information
Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Syracuse University

Utica College

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bob Sarachan
Professor (Paralegal)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Photography

Photography

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images.

Digital Emphasis

In the digital emphasis, six courses use the computer as the primary creative tool. You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, the digital emphasis addresses the profoundly changing method of visual communication afforded by digital technology. You will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. The digital emphasis also provides a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

Fine Arts Emphasis

The fine arts emphasis approaches the study of photography as a fine arts activity and provides a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals. Each semester will include photography courses in a program that covers traditional techniques, digital technology, historical perspectives, contemporary ideas, and emphasizes artistic expression and creative image making.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Emphasis

- Digital Emphasis
- Fine Arts Emphasis

Program Information

Career Opportunities

Digital Emphasis

The digital emphasis prepares students for the increasingly electronic environment that commercial creative work requires. Digital photography and the related methods of delivering visual content in electronic form are rapidly expanding. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging.

It is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

New media content production - multimedia - moving image and

Our Stories

Janelle Boyd
Her vision of success
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

animation - web content production - media artist.

Fine Arts Emphasis
Photography is a profession that requires technical competence, creative artistic vision, and many varied interpersonal skills. Our program provides a broad introduction to the art and craft of image making. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist.

Transfer Options
This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the TC3 degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

- University at Albany
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Harry Littell
Assistant Professor (Art)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Recreation: Exercise Studies

Recreation: Exercise Studies

(HEGIS: 5506)

A.S. Degree

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Agencies offering Certification in Fitness/Personal Training

- American College of Sports Medicine
- National Academy of Sports Medicine
- American Council on Exercise
- National Exercise Trainer Association

Career Opportunities

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Transfer Options

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potentail graduate transfer options include

- SUNY College at Brockport
- SUNY College at Cortland
- CUNY Brooklyn College
- Ithaca College
- Lock Haven University
- SUNY Morrisville State College

Program Chair

Patrick Mercer
Assistant Professor (Recreation)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Recreation: Outdoor Recreation

Recreation: Outdoor Recreation

(HEGIS: 5506)

A.S. Degree
Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.S.

Program Information
Field Experience
Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities
While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options
Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Assistant Professor (Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Recreation: Recreation Leadership

(HEGIS: 5506)

A.S. Degree

Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Field Experience

Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and TC3's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities

Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options

The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Program Chair
Patrick Mercer
Assistant Professor (Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Sport Management

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.S.

Program Information

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

TC3's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Institute of Technology
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Web Design

Web Design

(HEGIS: 5103)

A.A.S. Degree

The rapid growth of the Internet has resulted in growing demand for qualified professionals to develop and support web applications. The field of web design has emerged as more and more businesses want to create an attractive presence and conduct business in cyberspace. The web design degree program allows you to focus your studies on acquiring the knowledge and skills for designing, creating, and maintaining functional, high profile dynamic web sites and web server administration. Students may be eligible to participate in internships throughout the degree program; however, internships are not a requirement of the program. Graduates will be qualified to accept entry-level positions as web page or site developers.

The web design program features coursework in programming languages, web server setup, server side programming and database integration and access. You will learn about the importance of visual design considerations and the integration of digital photography and dynamic media into web content. Web design graduates will:

- understand the principles and concepts of web site design
- understand the development of dynamic and data-intensive web applications
- be able to communicate effectively in written and oral presentations
- be able to use effective methods to solve site development problems

Program Requirements

(for those matriculating in 2012-2013)

Degree(s)

A.A.S.

Program Information

Internship Opportunities

Students are eligible for internship (for the most part paid) as web developers at companies/organization such as Legal Information Institute (L.I.I.) at the Cornell Law School, Z95.5, Next Interactives, L.L.C.

Career Opportunities

The demand for people with web-related knowledge and skills is large and growing. The rapid adoption and integration of Internet technology by businesses has resulted in a growing need by local employers for college educated staff that can develop and support Internet and intranet applications. Graduates will be qualified for entry-level positions such as web designer, web page or site developer, webmaster, and web technician. Web Design graduates have been employed at firms such as Cornell University Press Relations, NetBiz Real Estate, and S-Go Consulting.

Transfer Options

While the intent of the program is to prepare students for immediate employment, graduates should be able to transfer to many four-year degree programs related to computer technology and/or new media. Recent graduates have continued their education at:

- Champlain College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Program Chair
Tammy Smith
Professor (Computer Information Systems)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Wine Marketing

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree, Certificate
A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include: tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed. Communication & Customer Service, Marketing, Merchandising, Sales and Pricing Techniques of the wine industry.
- Laws governing the movement of wines at all levels from producer to consumer.
- Handling, storing, and serving wine and beverages, pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2012-2013)

Degree(s)
A.A.S.

Certificate(s)
Wine Marketing

Program Information
Internship Opportunities
Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities
The wine marketing program prepares graduates for careers in wine marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by the institutions such as Cornell University, College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements
- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

Demo Course

See how an online course works before you register. You can also attend in-person or online course orientations once you register for an online course.

Demo course

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Benefits

The benefits of online learning go beyond mere convenience. You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

Rosanna Perez
Opening her mind
Full story

zimride Tompkins

SAVE money SHARE a ride

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by TC3 to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At TC3, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. TC3 is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Taking an Online Course

You should have received a letter from TC3 with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myPASSWORD. You can recover or change your myTC3 password later or receive password assistance in accordance with the Student Identity Verification Policy.
4. Select myWEB COURSES link to enter online learning. You will be taken directly to each site without the need to sign in again.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Our Stories

Kelly Wessell
The place to teach
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Technical Requirements

Successful navigation through an online course requires that your computer meet the specifications below. If your computer does not meet the requirements, technical support may be limited and you may run into problems viewing and using components of your courses.

Hardware Requirements

ANGEL is a web-based application should work reliably on almost any computer that is capable of accessing the Internet. Older computers may run slower or may not be able to handle some of the media in certain courses, but should suffice if a newer computer is not available.

Operating System

Microsoft Windows XP, Windows Vista, Windows 7

Mac OS X: 10.3 or higher

Hardware

256 MB of RAM

1GB free hard disk space

High-speed Internet connection

Software

Word processor, Microsoft PowerPoint or PowerPoint Viewer, Adobe Reader

Some courses may require additional software

Browsers

Windows Internet Explorer 8 and 9

Mozilla Firefox 3.6

Google Chrome

Safari

Additional detailed information is available on browser requirements.

Internet Connectivity

A broadband Internet connection such as DSL or Cable is recommended for best results with online courses. Access to a computer with a dial-up connection is an absolute minimum.

Web Browser Settings

Internet Cookies

Your web browser needs to be set to allow for cookies.

Pop-up Blocker

The Pop-up Blocker in your web browser either needs to be off or set it to allow pop-up windows from the tc3.sln.suny.edu domain.

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates >

msxml6.dll error '80004005'

Expression expected.
/stories/story[@display='true' and (-->)<--]

/common/scripts/stories_dynamic.asp, line 13

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search > Disciplines

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ARAB	Arabic
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music
NURS	Nursing
OFFC	Office Management and Administration

Our Stories

Hollywood
Learning with the stars
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Course Search > Search Help Guide

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

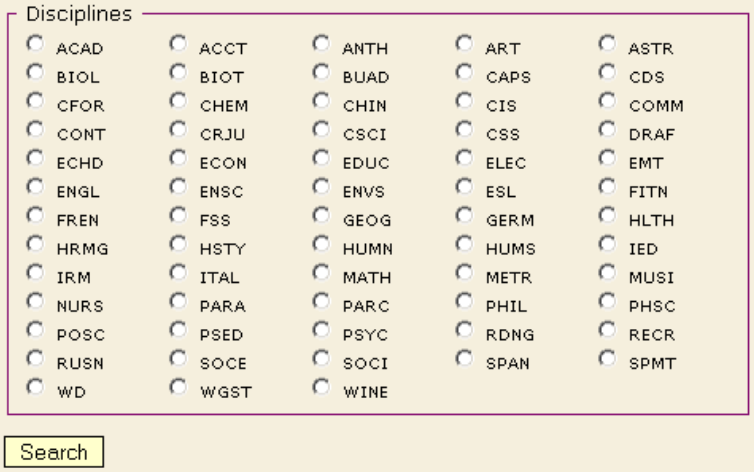
TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

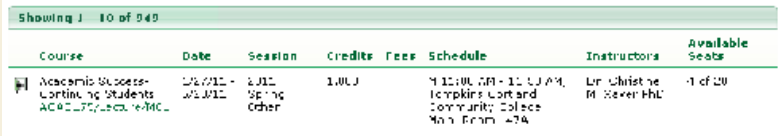
Fall 2013 Campus Housing Taking Applications



Section Search

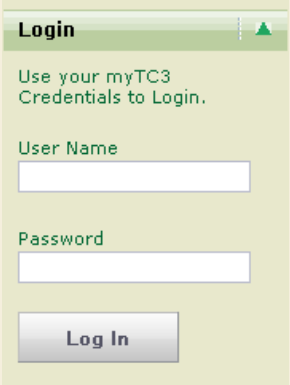
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available coures according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



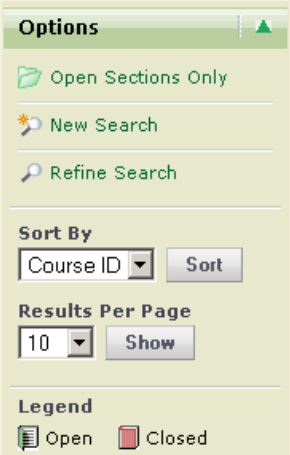
View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

Options



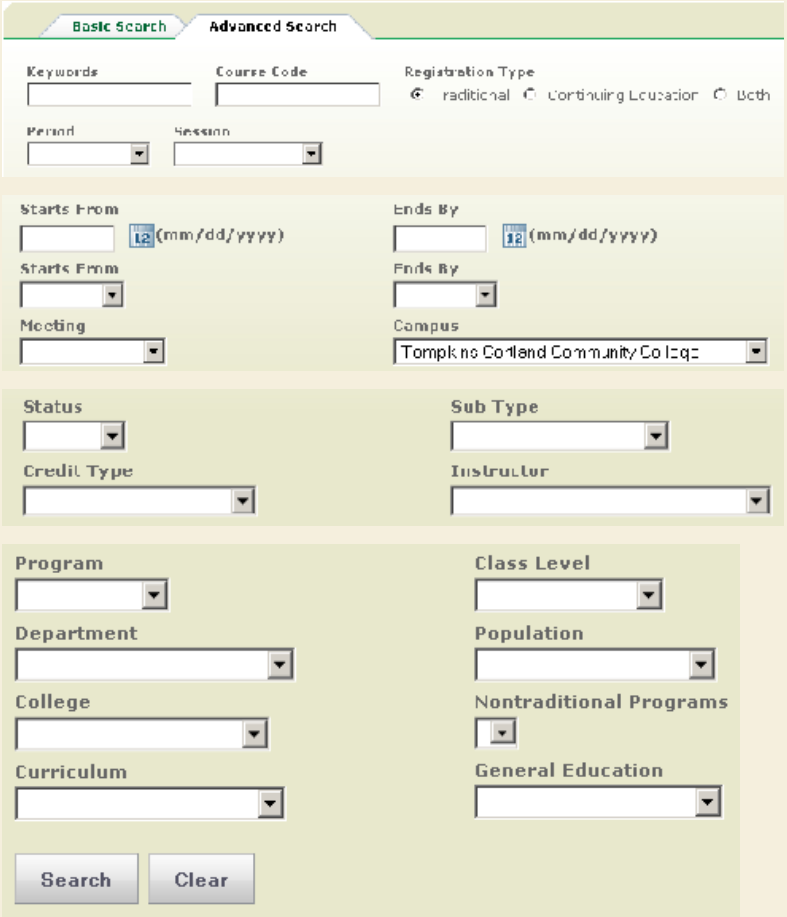
On the left side you will also find a tab for Options. You can adjust the

display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Advisement at TC3

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet your career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate TC3 program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through Student Success and Advisement Services)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated.

Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students are assigned to a faculty advisor in their program. Other students are assigned to the Student Success and Advisement Services Office in room 215. If you are not sure who your advisor is, check myINFO by selecting the "contact my advisor" option, or visit room 215 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- Any time you are considering a change in your current schedule (add, drop, withdraw)
- Any time you have a question about your academic plans/progress or resources you might wish to use
- As you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- If you think you may want to change your academic program

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Fall 2012

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 16 (R)
Classes Begin — August 23 (R)
Labor Day - College Holiday — September 3 (M)
Fall Break - No Day or Evening Classes — October 5-9 (F-T)
Fall Day (All College Retreat) — October 9 (T)
Mid-Semester Progress Reports Due — October 19 (F)
Registration Day - No Day Classes — November 8 (R)
Thanksgiving- No Day or Evening Classes — November 21-24 (W-A)
Graduate Recognition Ceremony — December 7 (F)
*Final Exam Week — December 10-14 (M - F)
Classes End — December 14 (F)
Grades Due — December 17 (M)

Session Specific Dates

15-week classes
August 23 – December 14
last day to add — September 6 (R)
last day to drop — September 13 (R)
last day to withdraw W — October 29 (M)
last day to withdraw WP/WF — December 4 (T)

Delayed Start classes
September 4 – December 14
last day to add — September 14 (F)
last day to drop — September 20 (R)
last day to withdraw W — November 1 (R)
last day to withdraw WP/WF — December 5 (W)

First 5-week classes
August 25 – September 28
last day to add — August 29 (M)
last day to drop — August 31 (W)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes
September 29 – November 4
last day to add — October 1 (M)
last day to drop — October 3 (W)
last day to withdraw W — October 19 (F)
last day to withdraw WP/WF — October 30 (T)

Third 5-week classes
November 5 – December 14
last day to add — November 7 (W)
last day to drop — November 12 (M)
last day to withdraw W — November 29 (R)
last day to withdraw WP/WF — December 7 (F)

First 7 ½-week classes
August 23 – October 19
last day to add — August 29 (W)
last day to drop — August 31 (F)
last day to withdraw W — September 25 (T)
last day to withdraw WP/WF — October 15 (M)

Second 7 ½-week classes
October 22 – December 14

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

last day to add — October 26 (F)
last day to drop — October 30 (T)
last day to withdraw W — November 20 (T)
last day to withdraw WP/WF — December 7 (F)

Late Start classes
September 27 – December 14
last day to add — October 4 (R)
last day to drop — October 15 (M)
last day to withdraw W — November 13 (T)
last day to withdraw WP/WF — December 7 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Winter 2013

General Dates

Classes Begin — December 18 (T)
Campus Holiday Break begins — December 24 (M)

PLEASE NOTE: Winter session classes are in session via ANGEL while the campus is closed during holiday break.

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Campus Holiday Break ends — January 2 (W)
Martin Luther King Day - College Holiday — January 21 (M)
Classes End — January 23 (W)

Session Specific Dates

December 18 (T) - January 23 (W)
Last day to add — December 19 (W)
Last day to drop — December 21 (F)
Last day to withdraw "W" — January8 (T)
Last day to withdraw "WP/WF" — January 18 (F)

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Spring 2013

General Dates

Faculty Returns — January 17 (R)
Martin Luther King Day - College Holiday — January 21 (M)
Classes Begin — January 24 (R)
Mid-Winter Day - No Day or Evening Classes — March 1 (F)
Spring Break - No Day or Evening Classes — March 18-March 23 (M-A)
Spring Day - College Holiday — March 22 (F)
Mid-Semester Progress Reports Due — March 25 (M)
Registration Day - No Day Classes — April 18 (R)
*Final Exam Week — May 13 - 17 (M - F)
Classes End — May 17 (F)
Grades Due — May 20 (M)
Nursing Recognition Ceremony — May 21 (T)
Commencement — May 23 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 24 – May 17
last day to add — February 6 (W)
last day to drop — February 13 (W)
last day to withdraw W — April 4 (R)
last day to withdraw WP/WF — May 8 (W)

First 5-week classes
January 24 – February 27
last day to add — January 28 (M)
last day to drop — January 30 (W)
last day to withdraw W — February 13 (W)
last day to withdraw WP/WF — February 22 (F)

Second 5-week classes
February 28 - April 11
last day to add — March 5 (T)
last day to drop — March 7 (R)
last day to withdraw W — March 27 (W)
last day to withdraw WP/WF — April 5 (F)

Third 5-week classes
April 12 – May 17
last day to add — April 16 (T)
last day to drop — April 19 (F)
last day to withdraw W — May 3 (F)
last day to withdraw WP/WF — May 10 (F)

First 7 ½-week classes
January 24 – March 15
last day to add — January 30 (W)
last day to drop — February 1 (F)
last day to withdraw W — February 22 (F)
last day to withdraw WP/WF — March 11 (M)

Second 7 ½-week classes
March 25 – May 17
last day to add — March 29 (F)
last day to drop — April 3 (W)
last day to withdraw W — April 26 (F)
last day to withdraw WP/WF — May 10 (F)

Late Start classes

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

February 28 – May 17
last day to add — March 8 (F)
last day to drop — March 14 (R)
last day to withdraw W — April 19 (F)
last day to withdraw WP/WF — May 10 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Summer 2013

General Dates

Memorial Day - College Holiday — May 27 (M)
Classes Begin — May 29 (W)
Independence Day - College Holiday — July 4 (R)
No Classes in Session — July 5 (F)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 29 (W) - June 28 (F)
Last day to add — May 31 (F)
Last day to drop — June 4 (T)
Last day to withdraw "W" — June 17 (M)
Last day to withdraw "WP/WF" — June 26 (W)

Second Five Week Day Session
July 1 (M) – August 2 (F)
Last day to add — July 3 (W)
Last day to drop — July 9 (T)
Last day to withdraw "W" — July 22 (M)
Last day to withdraw "WP/WF" — July 3 1 (W)

Eight Week Session
May 29 (w) – July 23 (T)
Last day to add — June 4 (T)
Last day to drop — June 7 (F)
Last day to withdraw "W" — June 28 (F)
Last day to withdraw "WP/WF" — July 17 (W)

Ten Week Session
May 29 (W) – August 2 (F)
Last day to add — June 5 (W)
Last day to drop — June 10 (M)
Last day to withdraw "W" — July 8 (M)
Last day to withdraw "WP/WF" — July 26 (F)

Our Stories

Kelly Wessell
The place to teach
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Fall 2013

General Dates

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Faculty Returns — August 15 (R)
Classes Begin — August 22 (R)
Labor Day - College Holiday — September 2 (M)
Fall Break - No Day or Evening Classes — October 11-15 (F-T)
Fall Day (All College Retreat) — October 15 (T)
Mid-Semester Progress Reports Due — October 18 (F)
Registration Day - No Day Classes — November 7 (R)
Prospective Student Open House — November 15 (F)
Thanksgiving- No Day or Evening Classes — November 27-30 (W-A)
Graduate Recognition Ceremony — December 6 (F)
*Final Exam Week — December 9-13 (M - F)
Classes End — December 13 (F)
Grades Due — December 16 (M)

Session Specific Dates

15-week classes
August 22 – December 13
last day to add — September 5 (R)
last day to drop — September 12 (R)
last day to withdraw W — October 28 (M)
last day to withdraw WP/WF — December 3 (T)

Delayed Start classes
September 3 – December 13
last day to add — September 13 (F)
last day to drop — September 19 (R)
last day to withdraw W — October 31 (R)
last day to withdraw WP/WF — December 4 (W)

First 5-week classes
August 22 – September 25
last day to add — August 26 (M)
last day to drop — August 28 (W)
last day to withdraw W — September 11 (W)
last day to withdraw WP/WF — September 20 (F)

Second 5-week classes
September 26 – November 1
last day to add — September 30 (M)
last day to drop — October 2 (W)
last day to withdraw W — October 18 (F)
last day to withdraw WP/WF — October 29 (T)

Third 5-week classes
November 4 – December 13
last day to add — November 6 (W)
last day to drop — November 11 (M)
last day to withdraw W — November 25 (M)
last day to withdraw WP/WF — December 6 (F)

First 7 ½-week classes
August 22 – October 18
last day to add — August 28 (W)
last day to drop — August 30 (F)
last day to withdraw W — September 24 (T)
last day to withdraw WP/WF — October 9 (W)

Second 7 ½-week classes

Our Stories

Ben Currens
More than you might expect
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

October 21 – December 13
last day to add — October 25 (F)
last day to drop — October 29 (T)
last day to withdraw W — November 19 (T)
last day to withdraw WP/WF — December 6 (F)

Late Start classes
September 26 – December 13
last day to add — October 3 (R)
last day to drop — October 9 (W)
last day to withdraw W — November 12 (T)
last day to withdraw WP/WF — December 6 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Winter 2014

General Dates

Classes Begin — December 17 (T)
Campus Holiday Break begins — December 24 (T)

PLEASE NOTE: Winter session classes are in session via ANGEL while the campus is closed during holiday break.

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Campus Holiday Break ends — January 2 (R)
Martin Luther King Day - College Holiday — January 20 (M)
Classes End — January 22 (W)
Final Grades due — January 22 (W)

Session Specific Dates

December 17 (T) - January 22 (W)
Last day to add — December 18 (W)
Last day to drop — December 20 (F)
Last day to withdraw "W" — January 7 (T)
Last day to withdraw "WP/WF" — January 17 (F)

Our Stories

Julianna Johnson
A life-changing education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Fall 2012
Winter 2013
Spring 2013
Summer 2013
Fall 2013
Winter 2014
Spring 2014
Summer 2014
Final Exam Schedule
Student Services
Policies and Procedures
Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Academic Calendar > Spring 2014

Spring 2014

General Dates

Faculty Returns — January 16 (R)
Martin Luther King Day - College Holiday — January 20 (M)
Classes Begin — January 23 (R)
Mid-Winter Day - No Day or Evening Classes — February 28 (F)
Spring Break - No Day or Evening Classes — March 17-March 22 (M-A)
Spring Day - College Holiday — March 21 (F)
Mid-Semester Progress Reports Due — March 24 (M)
Prospective Student Open House — April 4 (F)
Registration Day - No Day Classes — April 17 (R)
*Final Exam Week — May 12 - 16 (M - F)
Classes End — May 16 (F)
Grades Due — May 19 (M)
Nursing Recognition Ceremony — May 20 (T)
Commencement — May 22 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 23 – May 16
last day to add — February 5 (W)
last day to drop — February 12 (W)
last day to withdraw W — April 3 (R)
last day to withdraw WP/WF — May 7 (W)

First 5-week classes
January 23 – February 26
last day to add — January 27 (M)
last day to drop — January 29 (W)
last day to withdraw W — February 12 (W)
last day to withdraw WP/WF — February 21 (F)

Second 5-week classes
February 27 - April 10
last day to add — March 4 (T)
last day to drop — March 6 (R)
last day to withdraw W — March 27 (R)
last day to withdraw WP/WF — April 4 (F)

Third 5-week classes
April 11 – May 16
last day to add — April 15 (T)
last day to drop — April 18 (F)
last day to withdraw W — May 2 (F)
last day to withdraw WP/WF — May 9 (F)

First 7 ½-week classes
January 23 – March 14
last day to add — January 29 (W)
last day to drop — January 31 (F)
last day to withdraw W — February 21 (F)
last day to withdraw WP/WF — March 10 (M)

Second 7 ½-week classes
March 24 – May 16
last day to add — March 28 (F)
last day to drop — April 2 (W)
last day to withdraw W — April 25 (F)
last day to withdraw WP/WF — May 9 (F)

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

Late Start classes
February 27 – May 16
last day to add — March 7 (F)
last day to drop — March 13 (R)
last day to withdraw W — April 18 (F)
last day to withdraw WP/WF — May 9 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Summer 2014

General Dates

Memorial Day - College Holiday — May 26 (M)
Classes Begin — May 28 (W)
No Classes in Session — July 3 (R)
Independence Day - College Holiday — July 4 (F)

Key
Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

First Five Week Day Session
May 28 (W) - June 27 (F)
Last day to add — May 30 (F)
Last day to drop — June 3 (T)
Last day to withdraw "W" — June 16 (M)
Last day to withdraw "WP/WF" — June 25 (W)

Second Five Week Day Session
June 30 (M) – August 1 (F)
Last day to add — July 2 (W)
Last day to drop — July 8 (T)
Last day to withdraw "W" — July 21 (M)
Last day to withdraw "WP/WF" — July 30 (W)

Eight Week Session
May 28 (W) – July 22 (T)
Last day to add — June 3 (T)
Last day to drop — June 6 (F)
Last day to withdraw "W" — June 27 (F)
Last day to withdraw "WP/WF" — July 16 (W)

Ten Week Session
May 28 (W) – August 1(F)
Last day to add — June 4 (W)
Last day to drop — June 9 (M)
Last day to withdraw "W" — July 7 (M)
Last day to withdraw "WP/WF" — July 25 (F)

Our Stories

Dryden Mutual
Mutual benefit
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013
- Fall 2013
- Winter 2014
- Spring 2014
- Summer 2014
- Final Exam Schedule

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Spring 2013 Final Exam Schedule

May 13-17 (Monday – Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule
Final Exam schedule is posted shortly before the end of the semester.

For more information, contact the
Academic Records Office

607.844.8222, Ext. 4339

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Tuition and Fees

More Information

Tuition and fees

Information about payment

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

Accident Insurance – Mandatory
Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Health Insurance – Voluntary
The College offers a basic Sickness and Supplemental Health Insurance Plan. You may also elect to have your spouse and/or children insured. For forms and additional information about this plan, contact the Student Health Center.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the Enrollment Services Center at the College.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA, but does count toward the student's earned/attempted credit ratio. If the instructor does not assign as AW to a non-attending student, a final grade of F will be posted at the end of the semester.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your transcripts will be withheld until the account is paid in full. The account

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Financial Aid

Financial Aid is a key component of most college students' educations, and TC3's Office of Financial Aid can help you navigate the process of applying for and receiving financial aid for college.

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Scholarships

One of the TC3 Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the TC3 Alumni and Development Office at 607.844.8222, Ext. 4366. All gifts to the Foundation are tax-deductible.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Support Services

The Dr. Lucille S. Baker Commons is home to TC3's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Family Educational Rights and Privacy Act (FERPA)

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College(TC3), with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

Directory Information

TC3 may disclose information designated "directory information" without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

TC3 has designated the following information as directory information:

- Name
- Address
- Date of birth
- Phone numbers
- Email address
- Photo
- Dates of attendance
- Program of study
- Enrollment status (Full-time/Part-time)
- Previous institution attended
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight

The Solomon Amendment requires TC3 to provide directory-type information on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

If a student does not want TC3 to disclose directory information from his/her education record without his/her prior written consent, he/she must complete and submit a signed and dated Directory Information Withholding Form to Academic Records, Room 223, by the end of the third week of classes in a semester or summer session.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

1. The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Associate Dean for Curriculum and Academic Records that identifies the record(s) he/she wishes to inspect. The Associate Dean will make arrangements for access and notify the student of the time and place where the records may be inspected.

Our Stories

Derik Rich
A place to find yourself
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

2. The right to request amendment of his/her education records. A student may ask TC3 to amend a record that he/ she believes is inaccurate. The student should submit a written request to the Associate Dean for Curriculum and Academic Records, clearly identify the part of the record he/she wants changed, and specify why the record is inaccurate. If the Associate Dean decides not to amend the record as requested, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. A college official is a person employed by TC3 in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom TC3 has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Disclosure to parents. The college will release information to parents under the following circumstances (financial dependence is defined by the Internal Revenue Code):

Notice of alcohol or controlled substance violations will be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations will be provided to parents of all financially dependent students, regardless of age.

Notice of other non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

Disclosure to other persons (including parents):

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of TC3's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by TC3. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the TC3 Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The TC3 Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions:

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by TC3 to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

More information is available from the U.S. Department of Education at http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

For more information about TC3's policies, contact
Jane F. Hammond, Associate Dean for Curriculum
and Academic Records, hammonj@tc3.edu or 607-844-8211 Ext. 4459.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), and TR (Transfer Credit).

Grade Notations

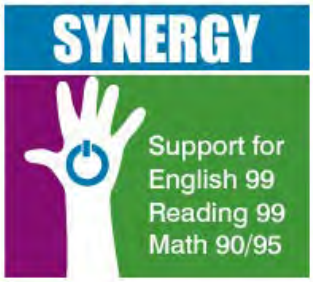
W - Withdrawal:
The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:
The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP,

Our Stories

Ben Currens
More than you might expect
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

and WF deadline dates. Check the semester calendar for details.

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

SUNY:
This grade is given for coursework accepted by TC3 that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:
This grade is given to coursework accepted by TC3 from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses: within two weeks of the beginning of the following semester;

for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Mid-Semester Performance Indicators

Mid-semester performance indicators are provided by the instructor in each 15-week course to provide the student an approximate assessment of course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the start of the eighth week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Good to High Achievement	S+
Satisfactory Achievement	S
Below Satisfactory Achievement	S-
Unsatisfactory Achievement/Failing	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits Average (GPA)	Minimum Grade Point
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards
Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will be included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with an academic advisor and develop and file a Conditions of Enrollment Agreement prior to the first day of classes.

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Students on academic probation are not eligible to hold elective or appointive office in any organization sponsored by the College or the Faculty Student Association or to participate in intercollegiate athletics. Students on academic probation may, however, participate as members of student clubs or organizations.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with an academic advisor and complete a Conditions of Enrollment Agreement no later than the first day of classes; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer session. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Special permission may be granted by the Office of Student Success and Advisement Services for students to register for summer coursework while academically suspended. Criteria and procedures can be obtained from that office.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer terms. Readmission to the College after repeat suspension is based on reinstatement policies.

Appeals to the Committee on Academic Status

Students who have been academically suspended may request permission to enroll while on suspended status by appeal to the Committee on Academic Status. Procedures and requirements for appeal can be obtained from the Office of Provost. Students are strongly encouraged to appear in person before the committee to present their appeal, but are not required to do so. If the appeal is sustained, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file an appeal request only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with an academic advisor and develop and file a Conditions of Enrollment Agreement prior to registration for classes.

Reinstatement After Second Academic Suspension

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost. Application for readmission must be received by May 15 for fall reinstatement and October 1 for spring reinstatement.

The Committee on Academic Status has the right to approve or deny a student’s application. If the request for readmission is approved, the student will be allowed to enroll pursuant to the conditions determined

by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

The student must submit and discuss the petition with staff in the Student Success and Advisement Services office. Signature of the petition by Student Success and Advisement Services, attests that the student and course work are eligible for discount. Final review and a decision are made by the Dean of Instruction. Recalculation petitions will be processed on an ongoing basis.

Upon approval, the Academic Records Office will discount the grades for the approved course work from the student's academic record.

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor

society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 30 or more credit hours, or have attained a 3.8 GPA for 15 credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Rights and Responsibilities

TC3 is committed to developing and sustaining an environment where all students feel safe and empowered to pursue and achieve their academic goals. In fact, our sole continuing institutional goal is Student Success – your success. That can only happen in learning and living environments that are open atmospheres for the search for knowledge and truth, critical thinking and personal growth.

We are committed to you as a whole person – both inside and outside the classroom. This means we seek to support your social, emotional, physical and intellectual development in all of our learning and living environments. We encourage you to participate in the broad array of programs available to you and to actively reflect on what it means to be part of the TC3 community.

Everyone at TC3 – faculty, staff and students – assumes an obligation to conduct themselves in a manner compatible with the functions of the College as an educational institution and to abide to all local, state, and federal laws.

All conduct that interferes with the educational function of the College will result in appropriate disciplinary action and will be confronted and addressed in a positive, straightforward manner.

Individuals and organizations should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the community that in their public expressions or demonstrations, individuals or organizations speak only for themselves.

Generally, student conduct will refer to that which occurs on-campus or at College-sponsored events and activities. However, jurisdiction and discipline may also be applied, at the discretion of the College, for conduct that occurs off-campus and that adversely affects the College, the College community, or the interests and mission of the College.

In civil or criminal cases the College will cooperate with both the civil authorities and the student defendant regarding background information for the particular case in question. Should students charged with a violation of the law request assistance from the College, a representative from the Dean of Student Life office will advise them and offer the appropriate help. However, no attempt will be made to isolate students from the legal consequences of their actions.

As fully engaged members of the College community, TC3 students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in TC3 Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Contact Information

Academic Policies and Regulations

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Statement of Academic Integrity Policy
Violation of Academic Integrity Policy
Attendance Policy
Classroom Behavior
Grade Challenge
Disability-Related Accommodation
Computer Resources Use Protocol

Non-Academic Policies and Regulations

Non-Academic Code of Conduct
Non-Academic Code of Conduct Violation Hearing Process
Policy Against Discrimination and Harassment
Other Student Grievances
Weapons on Campus
Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
Hazing Prevention
Bias Crimes Prevention
Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention
Maintenance of Order Policy

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The TC3 Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Amidon-Staley, Deborah

Professor, Science / Biology

A.S. and A.A.S., Tompkins Cortland Community College
B.S., M.S., SUNY College at Cortland

2008 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Amidon-Staley

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates TC3's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Bethony, Danielle

Associate Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

Background

Graduated from SUNY Oswego 1963. Taught high school chemistry at Firestone High School in Akron, Ohio. Received master's degree from Arizona State University 1967. Taught high school chemistry at Camarillo High School in Camarillo California for two years and taught astronomy as an adjunct at Ventura Junior College for one year. Joined faculty at TC3 in June 1969.

Email Professor Bickford

Our Stories

Health Services
A healthy campus
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cambridge, Joseph

Professor, English

B.A. and M.A., SUNY at Albany

Email Professor Cambridge

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

B.A., SUNY College at Cortland
M.A., SUNY at Binghamton
Ph.D., SUNY at Binghamton

2002 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Cameron

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cartagena, Milagros

Associate Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Cerretani, Susan

Associate Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Email Professor Cerretani

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ensign, Mary Ellen

Instructor, Mathematics

Email Professor Ensign

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History, Political Science

B.A., Gustavus Adolphus College
M.A., Ph.D., Fordham University

Background
Dr. Flaten earned his Ph.D. in political history at Fordham University in 1999 and joined the TC3 teaching staff in 2003. He teaches a wide variety of history and political science offerings.

Awards
2009 Chancellor's/Trustees' Award for Excellence in Teaching

Special TC3 projects
Dr. Flaten is a returned Peace Corps Volunteer who served in Guatemala 1987-1990. He has a continuing interest in international study abroad courses. Each January he conducts a two week course and travels through Guatemala. He also leads a two week trip to Colombia each May.

Email Professor Flaten

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements
Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ford, Gary

Professor, Accounting

B.A., University of Alaska, Anchorage
M.S., SUNY Institute of Technology, Utica, Rome

2003 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Ford

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University

M.A., SUNY at Binghamton

Lisa teaches academic writing, screenwriting, and digital cinema courses.

Awards

2003 SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities

2010 SUNY Chancellor's/Trustees' Award for Excellence in Teaching

Background

Lisa's written work for film and television has earned recognition in the Austin Film Festival, the AMPAS Nicholl Screenwriting Fellowship and the Disney/ABC Television Writing Program. She is the writer and director of short films selected to screen in the SAG Foundation Short Film Showcase, the New Filmmakers Screening Series at Anthology Film Archives in NYC, the Buffalo Niagara Film Festival, the Park City Film Music Festival, the Fort Lauderdale International Film Festival, the Louisville International Festival of Film, the Syracuse International Film Festival, and the Williamsburg Independent Film Festival.

Special TC3 projects

Lisa participates regularly in conferences and other teaching, writing, and film events.

Email Professor Ford

Our Stories

Meena Yousufzai

An appreciation for opportunity

Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Georgiakaki, Sophia

Assistant Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

2011 Chancellor's Award Winner for Excellence in Teaching

Email Professor Georgiakaki

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Gilewski, Amber

Assistant Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Background
Received her BA in psychology from The Richard Stockton College of New Jersey and an MA in clinical-counseling psychology from LaSalle University in Philadelphia, PA. She has taught psychology at various institutions since 2004. She is an Assistant Professor of Psychology at TC3, and also has experience teaching in China and Taiwan and working for several years in the mental health field. Other areas of interest include vegetarianism, environmentalism, animal rights, human rights, feminism, and comic relief.

Other TC3 activities
Active Minds Club Advisor, Sustainability Council, Service Tradition Scholarship Advisor, Kaleidoscope Project, Successful Teaching Conference

Email Professor Gilewski

Our Stories

Marc Harrison
Inspiration at any age
Full story

DR. LUCILLE S. BAKER COMMONS
Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements
Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Gold, Darlene, Ph.D.

Associate Professor, English

B.A., Boston University
M.F.A., Columbia University
Ph.D., Binghamton University

Email Professor Gold

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S. Ed., State University College at Oneonta
D.E.Sp., Appalachian State University

Biography

Richard D. “Rick” Grossman came to TC3 in 1985. In his role as professor, he teaches reading and study skills courses. In addition, he mentors adjunct faculty who teach those courses. In his role as learning strategies specialist, Professor Grossman also provides individual assistance to students looking to improve their academic performance. Finally, he serves as the faculty liaison for area high school teachers offering college success courses to their students for TC3 college credit.

Awards

2009-10
Distinguished Faculty Liaison – TC3 CollegeNow Concurrent Enrollment

2012
Chancellor’s/Trustees’ Award for Excellence in Faculty Service

Email Professor Grossman

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Guest, Christine

Assistant Professor, Communications

A.S., Tompkins Cortland Community College
B.S., Empire State College

Email Professor Guest

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Email Professor Hallisey

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Ashlee Seals
A true woman of excellence
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hinchcliff, Robin

Associate Professor, Chair of English as a Second Language (ESL) Department

B.A., Kirkland College
M.S., Elmira College

2003 Trustees' Award for Excellence in Adjunct Teaching

Background

Robin has been the chair of the ESL department since 2006, and has worked at TC3 since 1997. With a B.A. from Kirkland College and her M.S. Ed. From Elmira College, Robin brings a strong history of teaching excellence and community involvement to our global team. She is the academic advisor for all enrolled ESL students.

Email Professor Hinchcliff

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Hodack, Dianne

Instructor, Graphic Design

B.F.A, Kutztown University
M.F.A., Goddard College

Email Professor Hodack

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Imo, ThankGod

Professor, Accounting

B.S., M.P.A., Jackson State University

Professor ThankGod O. Imo has been an educator of accounting and business for more than twenty years in the United States. He has taught at the Mary Holmes College, West Point, Mississippi, and the East Mississippi Community College, Mayhew, Mississippi. He is a member of the New York State Society of Certified Public Accountants (NYSSCPA), the American Accounting Association (AAA), and the Teachers of Accounting at Two-Year Colleges (TACTYC). He is also involved with the Study Abroad TROIKA program, a joint program involving the Santa Fe Community College and the Muscatine Community College and recently led a group of students on the Study Abroad program, sponsored by Drohobych Pedagogical University, to Ukraine.

Professor Imo has been listed among the *Who's Who Among American Teachers*, has been on *Outstanding Faculty of the Year* honoree, and has received a *Faculty, Excellence in Teaching Award* in the past. He is currently a Professor, and the Chair of the Accounting program, at Tompkins Cortland Community College, Dryden, New York

Email Professor Imo

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Jacob, James R., Ph.D.

Professor, Biology

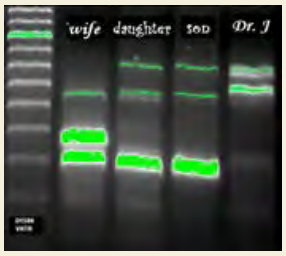
B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

SUNY Chancellor's Award for Excellence in Faculty Service 2010

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.

Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:



Korean Medicinal Therapies for HCV

Hepatocyte Culture Based Assays

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

CCURI Community College Undergraduate Research Initiative NSF

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at TC3 that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Johnson, Danielle

Assistant Professor of Nursing, Nursing

A.S., Cayuga Community College
B.S., Keuka College
M.S.N., Roberts Wesleyan College

Email Professor Johnson

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Johnson, Kimari

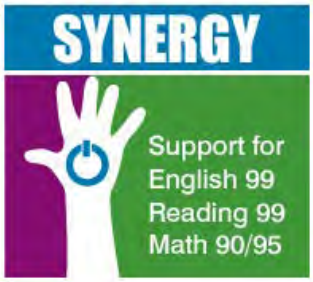
Assistant Professor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Jasmine Fields
An international education
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Kleitz, William

Professor, Electrical Technology

A.A.S., Broome Community College
B.S., Rochester Institute of Technology
M.E., Cornell University

Background
Professor Kleitz completed his Bachelor of Science in Engineering Technology (BSET)degree from the Rochester Institute of Technology and his Masters Degree in Engineering (M-Eng) from Cornell University. For several years Professor Kleitz worked as an electrical engineer at New York State Electric and Gas where he developed electric power distribution strategies and automation.

After NYSEG he started the Electrical Engineering Technology Program at TC3 and has been the program chair since. He has also conducted hundreds of training workshops to local manufacturers in the area of industrial electronics and automated control.

Professor Kleitz has been awarded two New York State Energy Research and Development Authority (NYSERDA) grants related to energy management. For these grants he completed research on automated data acquisition and control of energy management systems.

Awards
Professor Kleitz was the 2002 recipient of the State University of New York Chancellor's Award for Excellence in Scholarship and Creative Activities.

Key published works
Professor Kleitz has been publishing textbooks with Prentice-Hall since 1986. He has written five digital electronics and microprocessor textbooks spanning 16 editions. His newest textbook, *Digital Electronics: A Practical Approach with VHDL*, *ninth edition* has become a top seller worldwide.

Special TC3 projects
Besides electronics, Bill's key interests involve skiing, mountain biking and camping (anything to do with the outdoors in any weather). Professor Kleitz has recently embarked on a project to post everything he knows about Digital Electronics and Microprocessors to YouTube. There are nearly one hundred podcasts completed and the entire set will cover hundreds of lectures and tutorials in the field.

Email Professor Kleitz

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements
Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Littell, Harry

Assistant Professor, Art

A.A.S., Rochester Institue of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Email Professor Littell

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McCabe, T Paul

Instructor, English

Email Professor T Paul McCabe

Our Stories

Kelly Wessell

The place to teach

Full story

The Pathways Scholarship provides aid and support for adult students

PATHWAYS THERE IS MONEY FOR COLLEGE

SCHOLARSHIP UP TO $7,000

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McCabe, Timothy

Assistant Professor, Economics/Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McDonough, Kathleen

Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Background

Graduate of SUNY Buffalo School of Law. Clerked for the Honorable John T. Curtin, U.S. District Court Judge. Practiced criminal law for 18 years, with a focus on appeals. Taught as adjunct faculty at Monroe Community College for 11 years. Joined TC3 as full-time faculty member in Fall 2005.

Email Professor McDonough

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McEwan, Kenneth

Professor, Human Services

B.A., SUNY College at Cortland
M.S.W., Syracuse University, C.S.W.

1988 Chancellor's Award for Excellence in Teaching
1989 National Teaching Award for Excellence, University of Texas

Email Professor McEwan

Our Stories

Rosanna Perez
Opening her mind
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

McMinn, Glenna

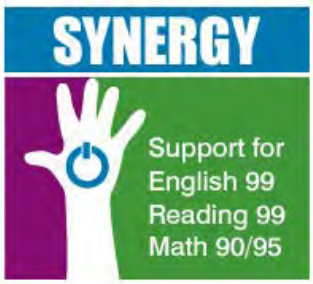
Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Email Professor McMinn

Our Stories

Carrie Buchanan
A tradition of service
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Mercer, Patrick

Assistant Professor, Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Mercer

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at TC3 for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Millman, Keith

Associate Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

Email Professor Millman

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moody, Frank (Bud)

Professor, Office Administration

B.S. Northern Michigan University
M.S., SUNY at Oswego

Email Professor Moody

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moore, Paula

Assistant Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Moser, Sandra

Associate Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Our Stories

Kelly Wessell
The place to teach
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

2005 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Ochs

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pasto, Linda

Professor, Nursing

B.S. and M.S., Syracuse University College of Nursing
B.S., Syracuse University College of Human Development

NEA Foundation Award for Teaching Excellence, 2002
2007 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Pasto

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles that contributed toward her recently published book, "A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America," (University of Illinois Press, 2008).

Email Professor Pastorello

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Piery, Miguel

Associate Professor, Modern Languages

M.P.S., Cornell University

Email Professor Piery

Our Stories

Carrie Buchanan
A tradition of service
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Powell, Marsha

Professor, Computer Information Systems

B.S. and M.S., SUNY College at Cortland

2004 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Powell

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Pukstas, Daniel, Ph.D.

Professor, English

B.A., Canisius College
M.A., Purdue University
Ph.D., Syracuse University

1989 Chancellor's Award for Excellence in Professional Service
1998 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Pukstas

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Putnam, Nancy

Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Putnam, Timothy

Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at TC3 and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

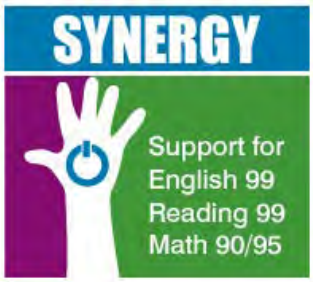
Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Whereever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Kelly Wessell
The place to teach
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Regula, Anna

Instructor, Reading and Study Skills

B.S., M.S.Ed., SUNY College at Cortland

Email Professor Regula

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sambolec, Eric, Ph.D.

Associate Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Our Stories

Julianna Johnson
A life-changing education
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sammis, Carol

Assistant Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Email Professor Sammis

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Professor, Nursing

B.S., M.S., Binghamton University
Ph.D., Binghamton University

Email Professor Schmidt

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

B.S., Hartwick College
M.S., Syracuse University

Email Professor Sharpe

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Sheldon, Mary

Assistant Professor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Our Stories

Linda Pasto
Partners in possibility
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Smith, Joseph, Ph.D.

Professor, Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Email Professor Smith

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Smith, Tammy

Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Snyder, David

Professor, Sport Management

B.A., Nazareth College of Rochester
J.D., University of Tennessee

Email Professor Snyder

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Our Stories

Sam Trotman
Going 'everywhere'
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Stafford, Susan

Assistant Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Email Professor Stafford

Our Stories

Dryden Mutual
Mutual benefit
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Starmer, Ronald

Professor, English

A.S., Tompkins Cortland Community College
B.A., Syracuse University
M.A., SUNY College at Cortland

2007 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Starmer

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Anthropology
Chair, International Studies
Study Abroad Trip Leader

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

2000 Trustees' Award for Excellence in Adjunct Teaching

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

Email Professor Stavenhagen-Helgren

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Email Professor Swinnich

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Tate, Philip

Professor, English

B.S., Kansas State University
M.F.A., Vermont College of Norwich University

Background
Phil Tate received his BS in Psychology from Kansas State University, and his MFA in fiction writing from Vermont College. He has been teaching since 1985.

Awards
First Place, Black Warrior Review annual fiction contest, 2010/2011
First Place, Glimmer Train short fiction contest, 2011

Key published works
Recently published short stories:

"Gas" in *Glimmer Train*

"Monsters" in *The Battered Suitcase*

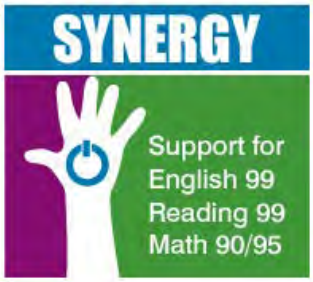
"Dam" in *Black Warrior Review* (2011)

"A Drowning" in *The Adirondack Review* (2011)

Email Professor Tate

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

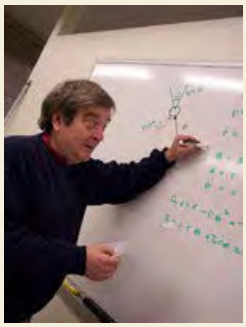
Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Associate Professor, Sociology

B.A., Central College
M.A., Ph.D., Loyola University

Email Professor Vande Berg

Our Stories

Blaze Sanders
Big dreams
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Wendt, Donna

Technical Specialist Biology Laboratories
Chemical Hygiene Officer

Email Professor Wendt

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Wessell, Kelly, Ph.D.

Associate Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Email Professor Wessell

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. TC3, as it's known, is part of the State University of New York system (SUNY).

Chris brings to TC3 a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At TC3, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

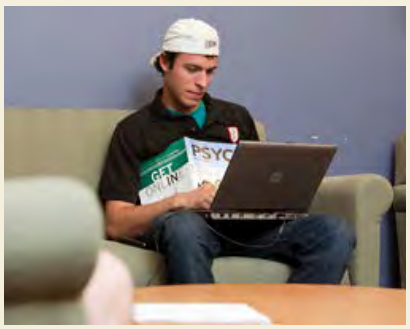
607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Honors College

PSYC 103, Introduction to Psychology Honors Option



Welcome to the Spring 2011 semester at TC3. If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Successful completion means earning a minimum grade of 85 out of

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tc3.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 215.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Ecuador: Literature & Sociology

Combine English and Sociology electives with a visit to Ecuador in the Andes mountains.

Home to volcanic hot springs, indigenous villages, modern cities, spectacular sights, breathtaking snow-covered peaks and countless butterflies, birds, frogs and orchids: **Ecuador has to be seen to be believed**

Date: January 1 - January 15, 2014

Cost: Approximately $2,300. Recommended $200 for personal spending and other meals. Tuition costs not included.

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

- 14 nights in a local hostel
- Round trip airfare
- Local transportation and guides
- 14 meals
- Entrance/admission to all attractions
- Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes. Note: Estimated $200 for personal spending and other meals.

Activities

Travel with TC3 to Ecuador, a beautiful mountainous country south of the
Equator in South America.

We will be based in the lovely colonial city of Cuenca, designated a UNESCO Heritage Site, high in the Andes Mountains. Our itinerary includes pre-Incan ruins, a visit with a local Shaman, a stay in an indigenous community, visits to national parks and hot springs, as well as colorful markets and villages.

This is your opportunity to earn about globalization and migration up close, sample exotic tropical fruits and local cuisine, and ride a zip-line high in the Andes. It is an ideal trip for a first-time out of the country experience or for an experienced traveler who would like to see beyond the surface of a South American country.

Scholarships

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Courses Offered

ENGL 149 Transformative Travel Writing
Study Abroad, 3 Credits

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

This course can be used to fulfill a Tompkins Cortland Community College liberal arts, humanities, or unrestricted elective requirement.

SOCI 149 Sociology Fieldwork
Study Abroad, 3 Credits

This course can be used to fulfill a Tompkins Cortland Community College liberal arts, social science, or unrestricted elective requirement.

Instructors

Kris Altucher
is the associate dean of institutional research and an instructor of sociology. Kris has traveled extensively, lived and worked in Ecuador, and took the first group of TC3 students to Ecuador in January 2012. Contact Kris in room 229, at 607.844.8222, Ext. 4286, or by Email.

Merryn Clay
is an instructor of ESL and academic writing. She has spent more than five years teaching English in Ecuador and Chile. Contact Merryn in room 122, at 607.844.8222, Ext. 4281, or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Degrees & Certificates > Study Abroad > Ireland

Ireland: Literature & History

Experience the Literature and History of the Emerald Isle

Understand the unique place of Ireland in the world today through the triumphs and tragedies of its history, and immerse yourself in the richness of the literature that is such a significant part of the Irish legacy. Cultural immersion is a great way to integrate one's self into the experience of another people. Study abroad is a wonderful way to expand a student's vision and to experience the inter-connected world in which we live. As a member of the European Union, Ireland's rich heritage and hospitable culture is a great place to start.

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Date: January 2 - January 17, 2014

Cost: Approximately $2,400.

Program Cost Includes

14 overnight stays in modern youth hostels
Round trip airfare
Transportation and rental costs
Some meals
Entrance/admission to all attractions
Insurance (mandatory)

This amount does not include passport fees, vaccination costs, some meals, tuition, any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 for personal spending and other meals.

Scholarships

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Course Offered

English 250, Field Studies in Literature, 3 credits
History 230, History of Ireland, 3 credits

Instructors

Daniel Pukstas
Traveled extensively in his life, and brings a wealth of experience once again to the Field Studies in Literature course in Ireland. Contact Dan in room 241, at 607.844.8222, Ext. 4218, or by email.

John Sheehan
Teaches the History of Ireland course, as well as other Liberal Arts courses at TC3. He has traveled with TC3 students to Ireland for

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Looking for Adventure?
Come with us to Nicaragua this winter!

Be part of a team that delivers care to very underserved populations on the Atlantic Coast of Nicaragua.

Date: January 1 - January 16, 2014

Cost: $1,800

An additional cost is your round trip ticket to Managua, Nicaragua.

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

14 nights of accommodations in hotels and hostels
Food and water supplies
Transportation rental costs
Insurance (mandatory)

This amount does not include airfare, passport and visa fees, vaccination costs, tuition, any applicable baggage-handling feeds imposed by the airlines orentrance/exit taxes.

Note: Estimated $300 for personal spending.

Activities

This is service learning at its best! Join our team for a full cultural immersion in health practices and beliefs. Participate in clinics, travel by boat to remote villages, observe clinical care in a hospital setting, assess children in an orphanage, practice Spanish and Miskito languages, visit historic sites in capital city of Managua, and shop in the diverse market in Masaya. The goal of this service learning course is to provide students with a full cultural immersion in history, culture, and healthcare in a developing country. Through participation in actual healthcare clinics, students will be exposed to the disparities and the functioning of a third world healthcare system. Using focused areas of interest, students will be placed in a variety of settings to gain a more complete understanding of the culture from the indigenous peoples' perspectives.

Scholarships

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Our Stories

Linda Pasto
Partners in possibility
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Course Offered

HLTH 216, International Health on-site in Nicaragua
ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

For more information

Paula Moore

RN, CNM, MSN, teaches the international health on-site as well as many other nursing courses at TC3. She has been traveling and teaching the Nicaragua service learning trip to TC3 students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by email.

Milagros Cartagena

RN, MSN, has been an assistant professor of nursing at TC3 for the past five years, a nurse for 25 years, and a clinical instructor for the past 10 years. As a Puerto Rican native she is fluent in Spanish and is passionate about international healthcare and the opportunity to support student's experience abroad. Contact Milagros in room 241, at 607.844.8222, Ext. 4443, or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Seville, Spain: Anthropology

Intensive Spanish on-site in Seville.

Date: May 21 - June 4, 2013
Cost: $2,100

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

All overnight stays in home-stay settings

Entrance/admission to all attractions

Three meals per day

Transportation to all activities

Insurance (mandatory)

This amount does not include airfare, passport and visa fees, vaccination costs, tuition, customary gratuities, any applicable baggage-handling fees imposed by the airlines, or entrance/exit taxes.

Activities

Travel to Seville, Spain, a beautiful medieval yet modern city with a cosmopolitan European undercurrent. Students will be immersed in the language, culture, and society of Spain through home-stay accommodations.

Spanish language classes will be conducted on-site by TC3 faculty, allowing students to expand upon their day-to-day interactions.

The trip itinerary also includes excursions to healthcare settings, beautiful parks, museums, restaurants, and numerous cultural centers.

Course Offered

SPAN 101 (Beginning Spanish I)
Occupational Spanish Study Abroad

ANTH 260 (Culture Survey for Study Abroad)
Culture and Survey Study Abroad

Instructors

Miguel Piery
is an associate professor of modern languages at TC3 and a native of Argentina who has traveled extensively throughout Europe and Latin America. Associate professor Piery has been leading study abroad trips at TC3 for many years and loves
sharing culture and language with his students.
Contact Miguel by calling 607.844.8222, Ext. 4296, or by email.

Our Stories

Kelly Wessell
The place to teach
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Paula Moore
is an associate professor of Nursing at TC3 and has led TC3's Nicaragua healthcare on-site January course for the past four years. Professor Moore has a passion for service learning and supporting student immersion in new cultures internationally. Contact Paula by calling 607.844.8222, Ext. 4232, or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Colombia - Ecology and History

See the Amazon and the Andes.

Date: May 15 - May 31, 2013

Cost: $2,900. Tuition not included.

Open to any college student or community member. Hurry! Limited space available. Registration is by permission of instructor only.

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

All overnight stays in hotels and lodges

Round-trip airfare

Entrance/admission to all attractions

Transportation rental costs

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs (yellow fever required), tuition, customary gratuities, any applicable baggage-handling fees imposed by the airlines, or entrance/exit taxes.

Activities

Local expert scientists will guide us through different ecological zones as they share their current research. Working in conjunction with the Universidad Autónoma de Occidente (UAO), we will begin our trip in Cali, where we will explore the tropical dry forests of the Cauca River Valley. From there, we will work our way to Bogota along the mountainous terrain of the Central Andes through cloud forests, coffee plantations, and paramos. Along the way, we will stop at several small cities for a chance to explore the culture of the region. Finally, we will visit the Colombian Amazon, where we will experience the lush rain forest firsthand with indigenous guides.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

Our Stories

Ashlee Seals

A true woman of excellence

Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

HSTY / POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Dr. Kelly Wessell
is an associate professor of Biology and chair of the Environmental Studies program. He also serves as co-chair of the TC3 Sustainability Council. Contact Kelly by calling 607.844.8222, Ext. 4235 or by email.

Dr. David Flaten
is a professor of History/Political Science and has lived and traveled extensively in Latin America, co-leading trips with TC3 students to Guatemala and Colombia. Contact David by calling 607.844.8222, Ext. 4229 or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Colombia: Health & Culture

Healthcare Across Borders

Date: May 25–June 11, 2013

Cost: $2,400

Program Cost Includes

- Accommodations with host families of university professors and administrators
- Round-trip airfare
- Hotel and airport shuttle in Bogotá (total of two nights)
- All in-country transportation
- All meals
- Excursions and sightseeing in locations including Panachi National Park, Chicamocha Canyon, Town of Girón, Mesa de los Santos
- Insurance (mandatory)
- Spanish tutors and interpreters

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Activities

Learn about the culture in Colombia and experience total culture immersion while staying with host families, eating delicious foods, and sightseeing. Visit state-of-the-art hospitals, clinics, and even a cadaver lab in Bucaramanga. Experience student life in Colombia while visiting and attending classes in the highly respected university UNAB.

Course Offered

HLTH/NURS 249 Health Care Onsite - Colombia
Study Abroad, 3 Credits, 1 lecture, 6 labs

This course provides a cultural immersion experience in international health concerns and care via a short term study abroad trip in Bogota, Columbia. Students will be guided through the process of setting up several home health visits. Traditional medicinal practices and beliefs are explored. Home visits to work with individual families on primary and secondary health interventions and hospital rotations to observe the delivery of tertiary care. Participants will work in small groups on self selected projects. Service learning is the conceptual framework. An understanding of the regions health care needs will be explored and the components of community assessment are introduced. Pre and post trip work is assigned. This is an adventurous learning opportunity which can broaden a student's worldviews.

ANTH 260 Cultural Survey for Study Abroad

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Study Abroad, 3 Credits

Instructors

MILAGROS CARTAGENA, RN, MSN

Is an Associate Professor of Nursing at TC3 for the past four years, a nurse for 25 years,and a clinical instructor for the past nine years. A native of Puerto Rico native, professor Cartagena is fluent in Spanish and is passionate about international healthcare and the opportunity to support student experiences abroad.

Contact Ms. Cartagena at 844.8222, Ext. 4443, or by email for more information.

AMBER GILEWSKI

Amber Gilewski is an Assistant Professor of Psychology at TC3 and has been teaching since 2004. She also has taught conversational English in China and Taiwan and worked for several years in the mental health field.

Contact Amber by calling 607.844.8222, Ext. 4257, by email, or visiting room 241.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Italy: Culture & Cuisine

Date: May 26-June 10, 2013
Cost: $4,700

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Activities

Experience the breathtaking scenery, art, and ancient historical sites of Italy. Spend time in Florence, the city of the Renaissance, surrounded by the beautiful Chianti hills. Become an active visitor and not a passive tourist by immersing yourself into the lifestyles of the people of this region. Dine in regionally acclaimed authentic Italian restaurants and visit the wineries of Tuscany.

Enjoy hands-on cooking and wine classes taught by world class Italian chefs and instructors from the Apicius International School of Hospitality. Walk the local farm markets, and learn how the Mediterranean Diet has sustained the people of Italy and become a world phenomenon. The culture, cuisine, charm, and warmth of Italy all are waiting to be discovered.

Course Offered

HRMG 220, 3 credits
International Culture and Cuisine

ANTH 260, 3 credits

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management and Wine Marketing Programs at TC3. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 112, at 607.844.8222, Ext. 4720 or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Italy: Documentary Film & Art

Explore Italy's rich heritage of art and film, and make a documentary film in the process.

Date: June 2-June 22, 2013
Cost: $5,200

Opportunities

Fall - January

- Ecuador: Literature & Sociology
- Ireland: Literature & History
- Nicaragua: Anthropology & Health

Spring - May

- Spain: Anthropology
- Colombia: Ecology
- Colombia: Health & Culture
- Italy: Culture & Cuisine
- Italy: Documentary Film & Art

Program Cost Includes

23 days in Italy (5 days in Rome and 16 in Florence)

Round-trip airfare

Transportation to and from Rome and Florence

Meals: Rome (daily breakfast and two dinners), Florence (meal plan for student-operated restaurant at Ganzo-Apicius)

Cell phones for students and faculty

Lab fees

Museum entrance fees

Internet access

Student services activities

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, beverages and lunches, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes, gifts, and personal items.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Activities

Learn art history on-site while developing documentary film skills. Students will have the opportunity to continue their art history and cinema studies in the rich cultural setting of Roma (Rome) and Firenza (Florence) Italy.

Course Offered

ART 102, 3 credits
History and Appreciation of Art II

COMM 240, 3 credits
Fiction/Non-fiction field production

Instructors

Christine Guest
is an assistant professor of Communication and Media Arts and is a visual storyteller and artist. She has taught film and television production at TC3 for six years. She has worked professionally as a writer, director, and producer in the field of film and television production for 15 years. Contact Christine by calling 607.844.8211, Ext. 4474; or by email.

Our Stories

Carrie Buchanan
A tradition of service
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Randi Millman-Brown
is an art and architectural historian, photographer, and travel writer. She has taught at TC3 for six years and has worked as the Visual Resources Curator at Ithaca College in the Department of Art History for almost 20 years. Contact Randi by calling 607.274.3198; or by email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD202, Business Law II*	3	Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100, and all ACCT and BUAD courses.

SUNY GEN ED Restricted Elective: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS, CAPS Elective1	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ACCT120, Accounting on Microcomputers*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT203, Intermediate Accounting I*	4	Sp, Su, Fa, Wi
ACCT207, Income Taxation*	4	Sp, Su, Fa, Wi
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
ECON, ECON Elective1	3	Sp, Su, Fa, Wi
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ACCT204, Intermediate Accounting II*	4	Sp, Su, Fa, Wi
ACCT205, Cost Accounting*	4	Sp, Su, Fa,

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100 and each of the major courses: ACCT 101, 102, 120, 203, 204, 205, and 207.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Accounting

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II*	4	Sp, Su, Fa, Wi
ACCT203, Intermediate Accounting I*	4	Sp, Su, Fa, Wi
ACCT204, Intermediate Accounting II*	4	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or ECON Elective**	6	Use Schedule Search for electives
▶ **Restricted Elective(s)**	7	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

A "C" or better grade in all ACCT courses.

Restricted Electives: (Select from ACCT 120, ACCT 205, or ACCT 207)

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su, Fa, Wi
BIOT101, Introduction to Biotechnology	1	Sp, Su, Fa, Wi
CAPS, CAPS Elective1	1	Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL206, Molecular Genetic Techniques	1	Sp, Su, Fa, Wi
BIOL216, General Microbiology*	4	Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques	1	Sp, Su, Fa, Wi
CHEM102, Principles of Chemistry II	4	Sp, Su, Fa, Wi
OR CHEM108, General Chemistry II		Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL220, Cell Biology	3	Sp, Su, Fa, Wi
OR BIOL205, General Genetics		Sp, Su, Fa, Wi
OR BIOL201, Human Anatomy and Physiology I		Sp, Su, Fa, Wi
CHEM205, Organic Chemistry I	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa,

Our Stories

Linda Pasto
Partners in possibility
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOT295, Biotechnology Seminar	2	Sp, Su, Fa, Wi
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**Biotechnology Restricted Elective 1**	3	Use Schedule Search for electives
►**Biotechnology Restricted Elective 2**	3	Use Schedule Search for electives
►**SUNY GEN ED Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A “C” or better grade is required in ENGL 100, BIOL 104 and BIOL 216. A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Restricted Elective (1st): To be selected in consultation with the advisor in order to meet transfer requirements of specific baccalaureate degree programs and/or SUNY General Education requirements.

Restricted Elective (2nd): Any BUAD, or 200-level BIOL, CHEM, or MATH course; to be selected in consultation with the student’s advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Biotechnology > Program Requirements

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

Required Courses-2BT

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Sp, Su, Fa, Wi
OR BIOL104, General Biology I		Sp, Su, Fa, Wi
BIOL102, Principles of Biology II	3	Sp, Su, Fa, Wi
OR BIOL105, General Biology II		Sp, Su, Fa, Wi
BIOL112, Essentials of Medical Microbiology	3	Sp, Su, Fa, Wi
OR BIOL216, General Microbiology		Sp, Su, Fa, Wi
BIOL220, Cell Biology	3	Sp, Su, Fa, Wi
OR BIOL216, General Microbiology		Sp, Su, Fa, Wi
OR BIOL211, Ecology		Sp, Su, Fa, Wi
OR BIOL205, General Genetics		Sp, Su, Fa, Wi
OR BIOL201, Human Anatomy and Physiology I		Sp, Su, Fa, Wi
BIOL206, Molecular Genetic Techniques	1	Sp, Su, Fa, Wi
BIOL221, Cell Culture Techniques	1	Sp, Su, Fa, Wi
BIOT101, Introduction to Biotechnology	1	Sp, Su, Fa, Wi
BIOT295, Biotechnology Seminar	2	Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa, Wi
CHEM102, Principles of Chemistry II	4	Sp, Su, Fa, Wi
OR CHEM108, General Chemistry II		Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
►**ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**31**	

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
COMM220, Radio Production*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM170, Broadcast Copywriting*	3	Sp, Su, Fa, Wi
COMM230, Broadcast Communication Skills*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM160, Broadcast Journalism*	3	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**13**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (four courses): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM111, Foundations of Digital Editing*	1	Sp, Su, Fa, Wi
COMM112, Foundations of Motion Graphics*	1	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
OR ART 106, Introduction to Photojournalism		Sp, Su, Fa, Wi
OR ART 111, Photography I		Sp, Su, Fa, Wi
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
COMM210, Production and Direction*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM245, Professional Video Editing and Post Production*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
▶**Program Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fourth Semester

Course	Credits	Schedule
COMM145, DVD Authoring*	1	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
COMM290, Television News Production*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
►**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (two): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Business Administration > Program Requirements

Program Requirements

Business Administration: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD111, International Business	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Blaze Sanders
Big dreams
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**ACCT or BUAD or Liberal Arts Elective**	6	Use Schedule Search for electives
▶**Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ACCT, BUAD, or Liberal Arts Electives: Based on transfer plans, a student may want to select a SUNY GEN ED approved course for one of these requirements in order to completely satisfy SUNY GEN ED requirements for a baccalaureate degree.

SUNY GEN ED Restricted Electives: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Business Administration > Program Requirements

Program Requirements

Business Administration: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business*	3	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing*	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
BUAD203, Business Communications*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
▶ **Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

BUAD290, Applied Management Seminar*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
►**Business Administration Elective**	6	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all BUAD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

BUAD Electives: SOCE 205 Organizational Behavior may be taken for one of the BUAD Electives.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Business Management: Certificate
Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

Business Management (2)

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
BUAD104, Business Mathematics	3	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR ECON120, Principles of Microeconomics		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**35**	

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH207, Drug Studies	3	Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su, Fa, Wi
OR PSYC208, Developmental Psychology: The Adult		Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I	4	Sp, Su, Fa, Wi
CDSC201, Chemical Dependency Counseling Theory	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC209, Abnormal Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL102, Principles of Biology II	3	Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II	4	Sp, Su, Fa, Wi
CDSC225, Family Counseling and Chemical Dependency	3	Sp, Su, Fa,

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH Elective: MATH 109 or 110 for students not planning to transfer; MATH 109, 132, 135, 200, or 201 for transfer students.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Certificate

Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

Chemical Dependency Counseling

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling	3	Sp, Su, Fa, Wi
CDSC200, Chemical Dependency Field Work I	4	Sp, Su, Fa, Wi
CDSC201, Chemical Dependency Counseling Theory	3	Sp, Su, Fa, Wi
CDSC220, Chemical Dependency Field Work II	4	Sp, Su, Fa, Wi
CDSC225, Family Counseling and Chemical Dependency	3	Sp, Su, Fa, Wi
HLTH207, Drug Studies	3	Sp, Su, Fa, Wi
HLTH208, Alcohol and Alcoholism	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**26**	

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

zimride Tompkins
SAVE money SHARE a ride

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Communication and Media Arts: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM120, Broadcast Operations*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
IRM 101, Research Strategies	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
COMM160, Broadcast Journalism*	3	Sp, Su, Fa, Wi
COMM225, Communication Law and Ethics*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM230, Broadcast Communication Skills*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa,

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
▶**Restricted History Elective**	3	Use Schedule Search for electives
▶**Program Elective**	3	Use Schedule Search for electives
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all COMM courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Program Electives: Select from Liberal Arts, Business, or Communication disciplines. Program advisor approval is required. Students interested in Radio Journalism should take COMM 285; those interested in TV Journalism should take COMM 295.

Restricted Elective: Select from: ART 101, ART 102, ART 111, ENGL 200, or MUSI 101

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Forensics: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CFOR110, Security System Design and Analysis	3	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

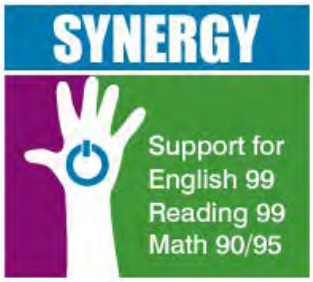
Course	Credits	Schedule
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CFOR210, Computer Forensics	3	Sp, Su, Fa, Wi
CFOR220, Intrusion Detection	3	Sp, Su, Fa, Wi
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CFOR230, Search and Seizure-Legal and Privacy Issues	3	Sp, Su, Fa, Wi
CFOR240, Economic Crime Investigation	3	Sp, Su, Fa,

Our Stories

Ashlee Seals
A true woman of excellence
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
PSYC 103, Introduction to Psychology	3	Sp, Su, Fa, Wi
►**Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Information Systems: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
CIS 214, Systems Analysis and Design	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CIS 223, Programming in C++ Advanced Topics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 225, JAVA	3	Sp, Su, Fa, Wi
OR CSCI165, Computing Fundamentals I		Sp, Su, Fa, Wi
CIS 227, Web Programming & Design	3	Sp, Su, Fa, Wi
CIS 230, Computer Information Systems Internship	3	Sp, Su, Fa, Wi
▶ **Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - General Sequence: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
OR CIS 108, Introduction to Computer Information Systems		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH181, Discrete Mathematics	3	Sp, Su, Fa, Wi
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSCI205, Computing Fundamentals II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Kelly Wessell
The place to teach
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Course	Credits	Schedule
CSCI 210, Assembly Language and Computer Systems	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
MATH 202, Calculus II	4	Sp, Su, Fa, Wi
►**Lab Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit SUNY GEN ED elective. The course should be selected in consultation with the student's advisor.

MATH 135: MATH course placement depends on student background. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.

Note: A “C” or better grade is required in ENGL 100 and MATH 201.

SUNY GEN ED Restricted Electives: Select from approved courses for two the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science
Minimum Credits for Graduation: 64

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
OR CIS 108, Introduction to Computer Information Systems		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH181, Discrete Mathematics	3	Sp, Su, Fa, Wi
MATH202, Calculus II*	4	Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSCI205, Computing Fundamentals II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
MATH203, Calculus III	4	Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
CSCI210, Assembly Language and Computer Systems	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

▶ **SUNY GEN ED Restricted Elective**	6	Use Schedule Search for electives
▶ **SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A “C” or better grade is required in ENGL 100, MATH 201, and MATH 202.

A student exempted from ENGL 100 should substitute MATH 206 Differential Equations. (A “C” or better grade in MATH 203, or a “B” or better grade in MATH 202 is a prerequisite for MATH 206.)

SUNY GEN ED Restricted Electives: Select from approved courses for two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Support Specialist: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
CSS 112, Hardware Repair and Maintenance	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
CIS 132, Network Design	3	Sp, Su, Fa, Wi
CIS 214, Systems Analysis and Design	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 215, Operating Systems	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
CSS 212, Help Desk and User Support	3	Sp, Su, Fa, Wi
ENGL103, Report Writing	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Fourth Semester

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Course	Credits	Schedule
CSS 240, Computer Support Specialist Internship	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment	3	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
OR BUAD201, Business Law I		Sp, Su, Fa, Wi
CONT202, Surveying	3	Sp, Su, Fa, Wi
ENGL103, Report Writing	3	Sp, Su, Fa, Wi
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fourth Semester

Course	Credits	Schedule
CONT115, Construction Estimating and Planning	2	Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation	3	Sp, Su, Fa, Wi
CONT210, Structural Design	4	Sp, Su, Fa, Wi
CONT216, Materials Testing	2	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
► **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

Humanities Elective: ENVS 105 recommended

MATH 122: A student with four years of high school mathematics is encouraged to substitute MATH 135 or MATH 201. The minimum program requirement of 62 credits must still be met. A waiver request form must be submitted and approved.

Restricted Elective(s): Select from ACCT 101, ENVS 101, MATH 135, MATH 200, or 3 additional CAPS Electives.

Social Science Elective: POSC 112 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su, Fa, Wi
CONT115, Construction Estimating and Planning	2	Sp, Su, Fa, Wi
CONT202, Surveying	3	Sp, Su, Fa, Wi
CONT208, Construction Management and Regulation	3	Sp, Su, Fa, Wi
CONT210, Structural Design	4	Sp, Su, Fa, Wi
CONT216, Materials Testing	2	Sp, Su, Fa, Wi
DRAF117, Architectural Drafting I	3	Sp, Su, Fa, Wi
DRAF118, Architectural Drafting II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment	3	Sp, Su, Fa, Wi
Restricted Elective(s)	3	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

Restricted Electives: Select from ACCT 101, MATH 135, MATH 200, or three CAPS Electives.

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry	1	Sp, Su, Fa, Wi
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop	3	Sp, Su, Fa, Wi
ENGL256, Playwriting	3	Sp, Su, Fa, Wi
▶**English Elective**	3	Use

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL215, Short Fiction	3	Sp, Su, Fa, Wi
OR ENGL229, Introduction to Poetry		Sp, Su, Fa, Wi
OR ENGL257, Directing		Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	1	Sp, Su, Fa, Wi
►**English Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

ENGL Electives: Literature course strongly recommended.

Foreign Language Sequences: CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Unrestricted Electives: ENGL 103 Report Writing, ENGL 108 Performance Poetry and The Spoken Word, and ENGL 271 Writing Internship is strongly recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screenwriting: Associate in Arts

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
▶**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 233, Animation	3	Sp, Su, Fa, Wi
OR COMM115, Introduction to Digital Video		Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting	3	Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa,

Our Stories

Hollywood
Learning with the stars
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL255, Writing the Dramatic Television Series	3	Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay	1	Sp, Su, Fa, Wi
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 233: Per New Media Department approval, Creative Writing – Screenwriting majors do not need to complete ART 117 or ART 270 prior to enrolling in ART 233.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

Foreign Language Sequences: CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Liberal Arts & Unrestricted Electives: ENGL 103, ENGL 108, ENGL/SOCI 218, ENGL 256, and ENGL271 are recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing - Prose and Poetry: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	6	Use Schedule Search for electives
▶ **Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
ENGL215, Short Fiction	3	Sp, Su, Fa, Wi
ENGL227, Creative Writing Workshop	3	Sp, Su, Fa, Wi
ENGL229, Introduction to Poetry	3	Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	1	Sp, Su, Fa, Wi
ENGL262, Writing Workshop - Poetry	1	Sp, Su, Fa, Wi
ENGL275, Getting Published - Prose and Poetry	1	Sp, Su, Fa, Wi
▶ **Restricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.

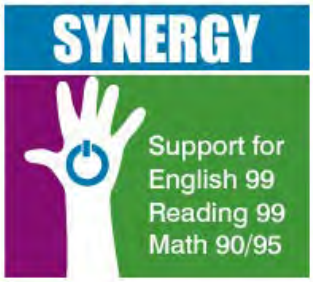
Restricted Elective: Select from ENGL 108, ENGL 261, or ENGL 271 in consultation with the student's advisor.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ben Currens
More than you might expect
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screen Writing: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
ENGL261, Visiting Writer Series Workshop	1	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
▶**Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
ENGL216, Advanced Screenwriting	3	Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa, Wi
OR ENGL255, Writing the Dramatic Television Series		Sp, Su, Fa, Wi
ENGL260, Creative Writing Portfolio	1	Sp, Su, Fa, Wi
ENGL271, Writing Internship	1	Sp, Su, Fa, Wi
ENGL274, Marketing the Screenplay	1	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

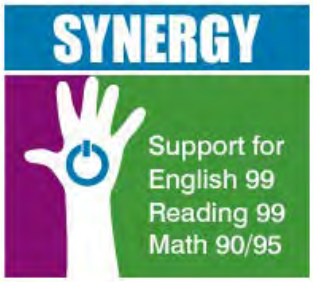
Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Padraic O'Donnell
Finding his strength
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Political Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
SOCI206, Juvenile Delinquency	3	Sp, Su, Fa, Wi
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade in ENGL 100 and all CRJU courses. CRJU 105 is a prerequisite for most 200 level CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Criminal Justice Elective: Choose, in consultation with advisor, from the following: CRJU 110, CRJU 210, CRJU 212, POSC 213, CRJU 215, CRJU 230, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES, or transferred from other accredited colleges.

Liberal Arts Electives: To be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
POSC103, American National Government	3	Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	3	Use Schedule Search for electives
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Restricted History Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su, Fa, Wi
CRJU210, Introduction to Criminal Investigation*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SOCI207, Introduction to Criminology	3	Sp, Su, Fa, Wi
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Blaze Sanders
Big dreams
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

CRJU215, Legal Aspects of Evidence*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**Criminal Justice Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Electives: CAPS 111, 121, and 131 are strongly recommended.

CRJU 105: Prior completion or concurrent enrollment in ENGL 100 is required for CRJU 105.

CRJU Electives: CRJU 104, CRJU 110, CRJU 212, POSC 213, SOCI 206, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Restricted History Elective: Select from HSTY 101, HSTY 102, HSTY 201, or HSTY 202.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Certificate
Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Sp, Su, Fa, Wi
CRJU105, Introduction to Criminal Justice*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CRJU110, Police Patrol Operations*	3	Sp, Su, Fa, Wi
CRJU215, Legal Aspects of Evidence*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
POSC103, American National Government	3	Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
HSTY, HSTY Elective1	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in all CRJU courses.

While ENGL 100 is not required, it is a prerequisite for ENGL 101 and other program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Digital Cinema: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
COMM101, Mass Media*	3	Sp, Su, Fa, Wi
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su, Fa, Wi
COMM111, Foundations of Digital Editing*	1	Sp, Su, Fa, Wi
COMM140, Introduction to Field Production*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su, Fa, Wi
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 111, Photography I	3	Sp, Su, Fa, Wi
COMM210, Production and Direction*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
OR ENGL101, Academic Writing II		Sp, Su, Fa, Wi
ENGL200, Screenwriting	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH200, Statistics		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM240, Non Fiction & Fiction Field Production*	3	Sp, Su, Fa, Wi
COMM262, Portfolio Preparation-Communication*	1	Sp, Su, Fa, Wi
OR ENGL260, Creative Writing Portfolio		Sp, Su, Fa, Wi
ENGL233, Film Analysis	3	Sp, Su, Fa, Wi
▶**Lab Science Elective**	3	Use Schedule Search for electives
▶	6	Use

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

▶**Restricted Elective**		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
COMM298, Cinema Capstone*	3	Sp, Su, Fa, Wi
OR ENGL298, Cinema Capstone*		Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all Communication (COMM) courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

RDNG 099

RDNG 116

Restricted Elective(s): Select from: ART 149, ART 212, ART 233, COMM 112, COMM 145, COMM 225, COMM 245, COMM 249, COMM 265, ENGL 102, ENGL 216, ENGL/SOCI 218, ENGL 255, or ENGL 271.

SUNY GEN ED Restricted Elective: Select a course from any of the approved SUNY General Education course areas except Area 8 – The Arts.

Unrestricted Elective: The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood - Sequence A: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su, Fa, Wi
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH109, Statistical Literacy	3	Sp, Su, Fa, Wi
OR MATH110, Topics in Mathematics		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ASTR101, Introductory Astronomy	3	Sp, Su, Fa, Wi
OR BIOL114, Essentials of Nutrition		Sp, Su, Fa, Wi
OR ENVS101, Biological Resource Conservation		Sp, Su, Fa, Wi
OR ENVS102, Technology and the Environment		Sp, Su, Fa, Wi
ECHD225, Early Childhood Curriculum Development*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
RECR150, Play Across Cultures	3	Sp, Su, Fa, Wi
OR SOCE150, Play Across Cultures		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 120, Drawing I	3	Sp, Su, Fa, Wi
OR ART 130, Ceramics		Sp, Su, Fa, Wi
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
SOCI201, Sociology of the Family	3	Sp, Su, Fa, Wi

Our Stories

Blaze Sanders
Big dreams
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

SOCI 201: Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Early Childhood > Program Requirements

Program Requirements

Early Childhood - Sequence B: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su, Fa, Wi
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ECHD225, Early Childhood Curriculum Development*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
▶**Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su, Fa, Wi
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su, Fa,

Our Stories

Dryden Mutual
Mutual benefit
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
▶ **Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ECHD 242: Honors option offered. See Program Chair.

Restricted Liberal Arts Elective (3rd semester): Select from GEOG 120, HSTY 101, a Foreign Language Elective, or a SUNY GEN ED approved course.

Restricted Liberal Arts Elective (4th semester): Select from ANTH 202, SOCI 201, a Foreign Language Elective, or a SUNY GEN ED approved course. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Associate in Applied Science
Minimum Credits for Graduation: 66

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
ELEC127, Circuit Analysis	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
PHSC104, General Physics I	4	Sp, Su, Fa, Wi
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ELEC223, Microcontroller Fundamentals	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi

Our Stories

Health Services
A healthy campus
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
► **Restricted Elective(s)**	3	Use Schedule Search for electives
► **Restricted Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must complete ENGL 101 and ENGL 103.

MATH 122 or MATH 132: MATH 122 is strongly recommended.

Restricted Elective: Students planning to transfer to a BSET program should complete MATH 201, Calculus I, or CSCI 165, Computing Fundamentals I; students planning to work in the field after completion of the program should complete three 1-credit CAPS courses.

Restricted Humanities Elective: Select from ART 101, ART 102, ENGL 102, ENGL 103, ENGL 200, ENGL 233, ENVS 105, MUSI 101, PHIL 101, PHIL 201, and all Foreign Language courses.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Certificate
Minimum Credits for Graduation: 44

Printable Worksheet (pdf)

Electrical Technology Certificate

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ELEC127, Circuit Analysis	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC223, Microcontroller Fundamentals	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
MATH135, Precalculus Mathematics	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**44**	

All certificate work may be applied to the A.A.S. degree program in Electrical Engineering Technology.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Esther Williams
The thriving artist
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level1: Certificate
Minimum Credits for Graduation: 16

Printable Worksheet (pdf)

Electronics & Comp Systems Level 1

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ELEC121, Digital Electronics I	3	Sp, Su, Fa, Wi
ELEC126, Basic Electricity	4	Sp, Su, Fa, Wi
ELEC130, Electronic Devices and Circuits	4	Sp, Su, Fa, Wi
MATH122, Technical Mathematics	3	Sp, Su, Fa, Wi
OR MATH132, College Algebra and Trigonometry		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements
Experience International Sound: Classic Indian Music
Student Writing Showcase
Upcoming Transfer Events
TC3 Seeks Nominations for Alumni Awards
Form 1098-T Information for Taxes
Registration Day
Handkerchief Project
Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level2: Certificate
Minimum Credits for Graduation: 17

Printable Worksheet (pdf)

Electronics & Comp Systems Level 2

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
ELEC207, Fabrication Techniques	2	Sp, Su, Fa, Wi
ELEC222, Digital Electronics II	4	Sp, Su, Fa, Wi
ELEC233, Linear Integrated Circuits	4	Sp, Su, Fa, Wi
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Jasmine Fields
An international education
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Engineering Science > Program Requirements

Program Requirements

Engineering Science: Associate in Science

Minimum Credits for Graduation: 69

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CHEM107, General Chemistry I	4	Sp, Su, Fa, Wi
CSCI160, Introduction to Computer Programming	3	Sp, Su, Fa, Wi
DRAF107, Engineering Graphics	2	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
MATH201, Calculus I*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENSC137, Introduction to Engineering	1	Sp, Su, Fa, Wi
MATH202, Calculus II*	4	Sp, Su, Fa, Wi
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su, Fa, Wi
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
ENSC204, Mechanics of Materials	3	Sp, Su, Fa, Wi
ENSC209, Engineering Mechanics: Statics	3	Sp, Su, Fa, Wi
MATH203, Calculus III*	4	Sp, Su, Fa, Wi
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENSC203, Electrical Science	4	Sp, Su, Fa, Wi
ENSC212, Dynamics	3	Sp, Su, Fa,

Our Stories

Linda Pasto
Partners in possibility
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
MATH206, Differential Equations	4	Sp, Su, Fa, Wi
PHSC213, Physics III (Waves, Optics and Modern Physics)	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**18**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ENSC 212 & Restricted Elective: With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses (ENSC 203, 204, 212, and the Restricted Elective) with CHEM 205 & CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 & BIOL 105, General Biology I & II.

MATH 201: Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete this program.

Restricted Elective: Select from: CHEM 108, CONT 202, CSCI 165, ELEC 121, GEOL 101, OR MATH 200. If CHEM 108 is selected, it should be taken in the second semester and the SUNY GEN ED History Elective in the third semester.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Environmental Studies: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
OR ENVS107, Economy, Society & Environment		Sp, Su, Fa, Wi
OR POSC103, American National Government		Sp, Su, Fa, Wi
OR POSC104, American State and Local Government		Sp, Su, Fa, Wi
OR POSC107, Economy, Society & Environment		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENVS101, Biological Resource Conservation*	3	Sp, Su, Fa, Wi
FSS 132, Freshman Seminar - Environmental Studies	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BIOL105, General Biology II*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENVS102, Technology and the Environment*	3	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su, Fa, Wi
OR BIOL116, Tropical Field Natural History		Sp, Su, Fa, Wi
OR BIOL211, Ecology		Sp, Su, Fa, Wi
CHEM101, Principles of Chemistry I	4	Sp, Su, Fa, Wi
OR CHEM107, General Chemistry I		Sp, Su, Fa,

Our Stories

Derik Rich
A place to find yourself
Full story

DR. LUCILLE S. BAKER COMMONS
Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
ENVS295, Global Seminar	3	Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
▶**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BIOL 104, BIOL 105, ENGL 100, ENVS 101, and ENVS 102.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

MATH 132: Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement.

Restricted Elective: (Select from: CHEM 102, CHEM 108, GEOL 101, PHSC 104, or PHSC 211)

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Entrepreneurship: Associate in Applied Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester-Entreneurship AAS

Course	Credits	Schedule
BUAD103, Entrepreneurship I*	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Restricted MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD108, Sales and Sales Management*	3	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶ **Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su, Fa, Wi
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
BUAD207, Entrepreneurship II*	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management*	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fourth Semester Entrepreneurship AAS

Course	Credits	Schedule
BUAD204, Principles of Marketing*	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service*	3	Sp, Su, Fa, Wi
BUAD264, Entrepreneurial Internship*	3	Sp, Su, Fa, Wi
▶ **ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
▶ **Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. A "C" or better grade is required in ENGL 100 and all BUAD courses.

Natural Sciences Elective: SUNY GEN ED Natural Sciences course, or ENVS 102 - Technology and the Environment recommended.

Restricted MATH Elective: Select from MATH 109, 132, 135, 200, or 201

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Graphic Design: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 109, Graphic Design	3	Sp, Su, Fa, Wi
ART 110, Design I	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II	3	Sp, Su, Fa, Wi
ART 180, Typography	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su, Fa, Wi
ART 111, Photography I	3	Sp, Su, Fa, Wi
ART 260, Portfolio Preparation - Graphic Design	1	Sp, Su, Fa, Wi
ART 270, Computer Graphics I	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa, Wi
ART 200, Illustration	3	Sp, Su, Fa, Wi
ART 271, Computer Graphics II	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Amidon-Staley, Deborah
Ansbro, Marianne
Bethony, Danielle
Bickford, Franklin
Cambridge, Joseph
Cameron, Jeanne, Ph.D
Cartagena, Milagros
Cerretani, Susan
Chase, Lawrence
Ensign, Mary Ellen
Flaten, David, Ph.D.
Ford, Gary
Ford, Lisa
Georgiakaki, Sophia
Gilewski, Amber
Gold, Darlene, Ph.D.
Grossman, Richard
Guest, Christine
Hallisey, Mary
Hamel, Martha
Haverlock, Kevin
Hinchcliff, Robin
Hodack, Dianne
Imo, ThankGod
Jacob, James R., Ph.D.
Johnson, Danielle
Johnson, Kimari
Kleitz, William
Littell, Harry
McCabe, T. Paul
McCabe, Timothy
McDonough, Kathleen
McEwan, Kenneth
McMinn, Glenna
Mercer, Patrick

Meet Our Faculty

Manier, Donna Meadow

Professor, Graphic Design/Computer Graphics

B.F.A., Herron School of Art, Indiana University
M.F.A. SUNY at Buffalo

Email Professor Manier

Our Stories

In Shik Lee
A future that works
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Mike, Rochelle M.
Millman, Keith
Moody, Frank (Bud)
Moore, Paula
Moser, Sandra
Need, Bruce
Ochs, Scott
Pasto, Linda
Pastorello, Karen, Ph.D.
Piery, Miguel
Powell, Marsha
Pukstas, Daniel, Ph.D.
Putnam, Nancy
Putnam, Timothy
Rea, Cornelia B., Ph.D.
Regula, Anna
Sambolec, Eric, Ph.D.
Sammis, Carol
Sarachan, Robert
Schmidt, Melissa, Ph.D.
Sharpe, Kimberly
Sheldon, Mary
Smith, Joseph, Ph.D.
Smith, Tammy
Snyder, David
Spencer, Rebecca
Stafford, Susan
Starmer, Ronald
Stavenhagen-Helgren, Tina
Swinnich, Janet
Tate, Philip
Testa, Paul
Vande Berg, Travis, Ph.D
Wendt, Donna
Wessell, Kelly, Ph.D
Whitener, Ken
Xaver, Chris, Ph.D.

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su, Fa, Wi
HRMG101, Food Service and Preparation I*	3	Sp, Su, Fa, Wi
HRMG105, Food Sanitation & Safety*	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HRMG102, Food Service and Preparation II*	3	Sp, Su, Fa, Wi
OR HRMG220, International Culture & Cuisine - Study Abroad*		Sp, Su, Fa, Wi
PSED213, Job Search*	1	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
HRMG213, Hospitality Internship*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD103, Entrepreneurship I	3	Sp, Su, Fa, Wi
OR BUAD106, Foundations of Business		Sp, Su, Fa, Wi

Our Stories

Vanessa Wikel
Finding her own path
Full story

SGA
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
HRMG103, Rooms Division Management*	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
OR BUAD, BUAD Elective1		Sp, Su, Fa, Wi
BUAD212, Quality Customer Service*	3	Sp, Su, Fa, Wi
OR WINE120, Survey of Wine and Alcoholic Beverages*		Sp, Su, Fa, Wi
HRMG201, Hospitality Law*	3	Sp, Su, Fa, Wi
HRMG205, Hospitality Marketing*	3	Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in BUAD 212; ENGL 100; HRMG 100, 101, 102, 103, 201, 204, 205, 206, 213; PSED 213 and WINE 120.

BUAD Electives should be selected based on student's academic progress and intentions upon graduation. Entrepreneurship I and II are recommended for students interested in pursuing their own business.

HRMG 102 or HRMG 220: If a student completes a six credit Hospitality Internship (HRMG 216), the extra three credits may replace HRMG 102 or HRMG 220.

Humanities Elective: SPAN 100 Occupational Spanish is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II*	3	Sp, Su, Fa, Wi
HUMS110, The Helping Relationship*	3	Sp, Su, Fa, Wi
POSC, POSC Elective1	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
HUMS229, Applied Methods in Human Services*	3	Sp, Su, Fa, Wi
SOCI205, Contemporary Social Problems	3	Sp, Su, Fa, Wi
HUMS, HUMS Elective1	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
HUMS230, Human Service Internship*	6	Sp, Su, Fa, Wi
▶**PSYC Elective**	3	Use

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100; HUMS 105, 110, 229, 230, and the Human Service Electives.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Human Services > Program Requirements

Program Requirements

Human Services: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HUMS104, Introduction to Corrections	3	Sp, Su, Fa, Wi
OR HUMS125, Introduction to Early Childhood Education		Sp, Su, Fa, Wi
HUMS105, Introduction to Human Services*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HUMS110, The Helping Relationship	3	Sp, Su, Fa, Wi
PSYC201, Social Psychology	3	Sp, Su, Fa, Wi
OR PSYC205, Developmental Psychology: The Child		Sp, Su, Fa, Wi
POSC, POSC Elective1	3	Sp, Su, Fa, Wi
►**Human Services Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

HUMS Elective: (Choose one: HUMS 111, HUMS 212, or HUMS 225)

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

International Business: Associate in Science

Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD111, International Business	3	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
ECON121, Principles of Macroeconomics	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
GEOG120, World Regional Geography	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD217, Fundamentals of Exporting	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD215, International Marketing	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa,

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

TC3.biz Link to Success

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Electives: Select from the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 7-Humanities, 8-The Arts, or 9-Foreign Language. One course must be from the Humanities discipline in order to meet the TC3 General Education Humanities requirement.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts & Sci-Adolescence Education: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
EDUC201, Introduction to the Teaching Profession	3	Sp, Su, Fa, Wi
EDUC295, Foundations of Education	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**33**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Other

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶		

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts and Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer > Program Requirements

Program Requirements

Lib Arts & Sciences Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
EDUC201, Introduction to the Teaching Profession	3	Sp, Su, Fa, Wi
EDUC295, Foundations of Education	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**43**	

Foreign Language

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Teacher Education Transfer > Program Requirements

Program Requirements

Lib Art & Sci-Early Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su, Fa, Wi
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
ENGL220, Literature for Children	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
MATH113, Mathematics for Elementary School Teachers I*	3	Sp, Su, Fa, Wi
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
PSYC205, Developmental Psychology: The Child	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**37**	

Early Childhood Education Elective

Course	Credits	Schedule
▶**Early Childhood Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Foreign Language

Course	Credits	Schedule

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Early Childhood Teacher Education majors must complete Early Childhood course work and a concentration in a Liberal Arts and Sciences discipline. Specific courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

LAS-General Studies, Exploratory Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Freshman Seminar

Course	Credits	Schedule
FSS 131, Self and World	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**9**	

SUNY Gen Ed History Elective

Course	Credits	Schedule
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶**Math or Science Elective**	3	Use

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science

Course	Credits	Schedule
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
ANTH202, Cultural Anthropology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Health

Course	Credits	Schedule
▶**Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Liberal Arts Elective

Course	Credits	Schedule
▶**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. This course should be selected in consultation with the student's advisor.

Health Restricted Elective: Select from: BIOL 114, ENVS 101, HLTH 205, HLTH 206, HLTH 207, HLTH 208, HLTH 210, HLTH 215, HLTH 216, PSYC 208, or SOCE 201.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

MATH or Science Elective: ENVS 101 is recommended (if not selected for the Health Section or Liberal Arts Elective Section course).

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

LAS-General Studies, Individual Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Communication

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**9**	

History

Course	Credits	Schedule
▶**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

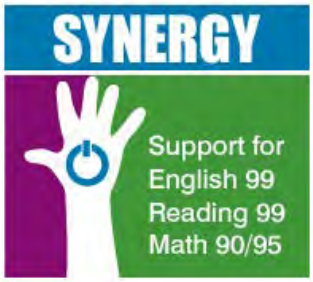
Course	Credits	Schedule
▶**Math or Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science Elective

Course	Credits	Schedule

Our Stories

Jasmine Fields
An international education
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

►**Social Science Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	21	Use Schedule Search for electives
Minimum Total Semester Credits	**21**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

Mathematics Elective: MATH 100 or above

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Program Requirements

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 33

Printable Worksheet (pdf)

Course	Credits	Schedule
HLTH, HLTH Elective1	3	Sp, Su, Fa, Wi
►**English Elective**	6	Use Schedule Search for electives
►**Social Science Elective**	9	Use Schedule Search for electives
►**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**33**	

Financial aid is not available to students in the General Studies Certificate program, but course work may be applied to the Liberal Arts and Sciences-General Studies A.S. degree programs.

Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**12**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	3	Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
HSTY202, American History Since 1877	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Foreign Language Sequence

Course	Credits	Schedule
▶**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Humanities Elective

Course	Credits	Schedule
▶**Humanities Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

SUNY Gen Ed Lab Science Elective

Course	Credits	Schedule
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
▶**Math or Science Elective**	3	Use Schedule Search for electives
▶**Mathematics Elective**	3	Use

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
Minimum Total Semester Credits	**6**	

Social Science Elective

Course	Credits	Schedule
▶**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
▶**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Foreign Language Elective Sequence: (must complete in one language only)

Humanities Electives: A second foreign language, over and above the 6 - 7 credits required for category C, is acceptable and is strongly recommended for students planning to transfer to a SUNY Bachelor of Arts (B.A.) degree program.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

LA-Math Science Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY102, Development of the Western Tradition II		Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
OR HSTY225, African American History		Sp, Su, Fa, Wi
MATH201, Calculus I	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

LA-Math Science Course Pairs

Course	Credits	Schedule
▶**Course Pair One Elective**	6	Use Schedule Search for electives
▶**Course Pair Two Elective**	8	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Computer-Related Course

Course	Credits	Schedule
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**1**	

Math, Science or Computer Sci Elective

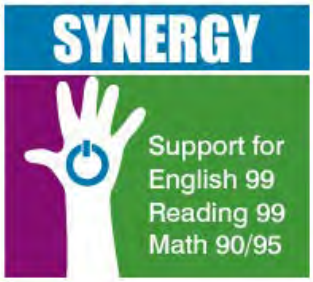
Course	Credits	Schedule
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule

Our Stories

Donna Ryan
From TC3 to Duke University
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Credits in excess of the amounts in Category A (Required Courses) through E (Liberal Arts Electives) may be applied to Category F (Unrestricted Electives) ONLY.

HSTY 101, 102, 201, 202 OR 225: HSTY 225 approved for satisfaction of SUNY GEN ED American History only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

Math/Science Course Pairs: Must include one eight credit pair. Select from two different disciplines.

Unrestricted Electives: Up to three FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Lib Arts--Soc Science Required Courses

Course	Credits	Schedule
ANTH202, Cultural Anthropology*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology*	3	Sp, Su, Fa, Wi
ANTH290, Social Science Capstone Course*	3	Sp, Su, Fa, Wi
OR HSTY290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR POSC290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR PSYC290, Social Science Capstone Course*		Sp, Su, Fa, Wi
OR SOCI290, Social Science Capstone Course*		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**24**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	3	Sp, Su, Fa, Wi
OR HSTY110, World History to 1500		Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500		Sp, Su, Fa, Wi
HSTY102, Development of the Western Tradition II	3	Sp, Su, Fa, Wi
HSTY110, World History to 1500	3	Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
HSTY202, American History Since 1877	3	Sp, Su, Fa, Wi
OR HSTY110, World History to 1500		Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500		Sp, Su, Fa, Wi
HSTY202, American History Since 1877	3	Sp, Su, Fa, Wi

Our Stories

Rosanna Perez
Opening her mind
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

HSTY110, World History to 1500	3	Sp, Su, Fa, Wi
OR HSTY111, World History Since 1500		Sp, Su, Fa, Wi
HSTY201, American History to 1877	3	Sp, Su, Fa, Wi
OR HSTY202, American History Since 1877		Sp, Su, Fa, Wi
HSTY225, African American History	3	Sp, Su, Fa, Wi
OR HSTY233, Women in U.S. History		Sp, Su, Fa, Wi
OR HSTY252, Native American History: Colonial Policies		Sp, Su, Fa, Wi
OR HSTY255, Labor History		Sp, Su, Fa, Wi
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
►**Social Science Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Math and Science Electives

Course	Credits	Schedule
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH200, Statistics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
►**Math or Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A "C" or better grade is required in ENGL 100 and all Social Science courses including the capstone course.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

HSTY 225 & 233 satisfy the SUNY GEN ED American History area only if a student has received an 85 or higher score on the NYS Regents US History & Government Exam.

Mathematics Elective: Select from MATH 132, 135, 200 or 201.

Unrestricted Electives: Courses should be selected in consultation with the student's advisor and should be based on requirements at the intended four-year transfer institution. Up to 3 FITN credits may be used toward Unrestricted Electives requirements.

*Grade of C or better is required

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – Women & Gender Studies > Program Requirements

Program Requirements

Liberal Arts&Sc-Women and Gender Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
WGST100, Perspectives on Women - An Introduction	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
WGST200, Images of Women	3	Sp, Su, Fa, Wi
WGST233, Women in U.S. History	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
WGST120, Women and Health Care	3	Sp, Su, Fa, Wi
WGST125, Women and Work	3	Sp, Su, Fa, Wi
▶**Social Science Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
ENVS105, Environmental Ethics	3	Sp, Su, Fa, Wi
OR PHIL101, Introduction to Philosophy		Sp, Su, Fa, Wi
OR PHIL201, Contemporary Moral Issues		Sp, Su, Fa, Wi
WGST, WGST Elective1	3	Sp, Su, Fa, Wi
►**Math or Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

WGST 233 satisfies the SUNY GEN ED American History requirement only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 111, Photography I*	3	Sp, Su, Fa, Wi
ART 117, Visual Design for Electronic Media*	3	Sp, Su, Fa, Wi
ART 120, Drawing I*	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 137, Freshman Seminar-New Media	1	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography*	3	Sp, Su, Fa, Wi
ART 213, Dynamic Media I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I*	3	Sp, Su, Fa, Wi
ART 214, Dynamic Media II*	3	Sp, Su, Fa, Wi
ART 233, Animation*	3	Sp, Su, Fa, Wi
ART 261, Portfolio Preparation - New Media*	1	Sp, Su, Fa, Wi
COMM115, Introduction to Digital Video	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II*	3	Sp, Su, Fa,

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ART 254, Advanced Interactive Media Authoring*	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all ART courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Nursing: Associate in Applied Science
Minimum Credits for Graduation: 68

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL131, Principles of Human Anatomy and Physiology I*	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
NURS110, Fundamentals of Nursing*	7	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
BIOL132, Principles of Human Anatomy and Physiology II*	4	Sp, Su, Fa, Wi
NURS120, Critical Thinking in Medical Surgical Nursing*	9	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**19**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
NURS208, The Art and Science of Nursing Across the Lifespan*	10	Sp, Su, Fa, Wi
NURS241, Pharmacology for Nurses and Allied Health Professionals*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL112, Essentials of Medical Microbiology*	3	Sp, Su, Fa, Wi
NURS225, Professional Practice and Complex Nursing Care*	10	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in BIOL 112, BIOL 131, and BIOL 132. All courses in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent) in theory and "S" (Satisfactory) in clinical in each NURS course is required to earn a degree in Nursing.

Our Stories

Jasmine Fields
An international education
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

ENGL 100, if required, must be completed with a “C” or better grade before the first semester.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Office Management and Administration > Program Requirements

Program Requirements

Office Management and Administration: Associate in Applied Science

Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD104, Business Mathematics	3	Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR PSYC103, Introduction to Psychology		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
OR HLTH206, Personal Health		Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing*	3	Sp, Su, Fa, Wi
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

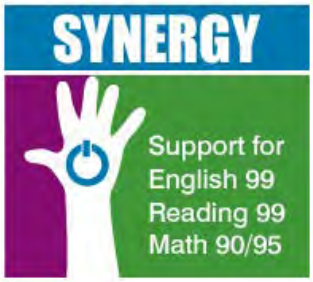
Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ENGL101, Academic Writing II*	3	Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su, Fa, Wi
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS123, Advanced Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
OFFC203, Administrative/Automated Office Procedures*	4	Sp, Su, Fa, Wi
OFFC211, Intermediate College Keyboarding & Document Processing*	3	Sp, Su, Fa, Wi

Our Stories

Dryden Mutual
Mutual benefit
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
CAPS141, Presentation Software	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech*	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su, Fa, Wi
OFFC221, Advanced College Keyboarding and Document Processing*	3	Sp, Su, Fa, Wi
OFFC230, Office Management and Administration Internship*	3	Sp, Su, Fa, Wi
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in OFFC101, OFFC110, OFFC203, OFFC211, OFFC221, OFFC230, ENGL100, ENGL101, and ENGL201 or ENGL204.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: SPAN 101 recommended

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Executive Office Assistant: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD104, Business Mathematics	3	Sp, Su, Fa, Wi
CAPS152, Web Page Design	1	Sp, Su, Fa, Wi
ENGL101, Academic Writing II*	3	Sp, Su, Fa, Wi
OFFC101, College Keyboarding and Document Processing*	3	Sp, Su, Fa, Wi
OFFC203, Administrative/Automated Office Procedures*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
BUAD212, Quality Customer Service	3	Sp, Su, Fa, Wi
CAPS121, Introduction to Spreadsheets	1	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS141, Presentation Software	1	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech*	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su, Fa, Wi
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100, ENGL 101, ENGL 201 or ENGL 204, OFFC 101, OFFC 110, and OFFC 203.

All credits earned toward the certificate may be applied toward requirements for the A.A.S. degree in Office Management and Administration.

If students enter in the spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Marc Harrison
Inspiration at any age
Full story

Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ECON101, Introduction to Economics	3	Sp, Su, Fa, Wi
OR ECON120, Principles of Microeconomics		Sp, Su, Fa, Wi
OR ECON121, Principles of Macroeconomics		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PARA101, Introduction to Paralegalism*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PARA130, Legal Research and Drafting*	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENGL103, Report Writing		Sp, Su, Fa, Wi
PARA205, Litigation/Civil Procedure*	3	Sp, Su, Fa, Wi
PARA210, Real Estate/Property Law*	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su, Fa, Wi
PARA215, Family Law/Domestic Relations*	3	Sp, Su, Fa, Wi
PARA220, Wills, Trusts, Estate Planning*	3	Sp, Su, Fa, Wi
PARA230, Paralegal Internship*	2	Sp, Su, Fa, Wi
PARA231, Paralegal Seminar*	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A "C" or better grade is required in BUAD 201, ENGL 100, PARA 101, PARA 130, PARA 205, PARA 210, PARA 215, PARA 220, PARA 230 and PARA 231.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester. Alternative program requirements plans are available for students intending to transfer, honors college students, and students with prior college credits or degrees.

PARA 230: A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 Constitutional Law, PARA 216 Legal Aspect of Evidence, or PARA 225 Criminal Law and Procedure can be taken to satisfy these requirements.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal Studies: Certificate
Minimum Credits for Graduation: 32

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su, Fa, Wi
PARC101, Introduction to Paralegalism*	3	Sp, Su, Fa, Wi
PARC130, Legal Research and Drafting*	3	Sp, Su, Fa, Wi
PARC205, Litigation/Civil Procedure*	3	Sp, Su, Fa, Wi
PARC210, Real Estate/Property Law*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
PARC215, Family Law/Domestic Relations*	3	Sp, Su, Fa, Wi
PARC220, Wills, Trusts, Estate Planning*	3	Sp, Su, Fa, Wi
PARC230, Paralegal Internship*	2	Sp, Su, Fa, Wi
PARC231, Paralegal Seminar*	3	Sp, Su, Fa, Wi
▶**PARC Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

1. To be admitted to this program, a student must have already earned a baccalaureate degree. 2. For any credits waived, another course must be substituted, chosen with the approval of an advisor. 3. A "C"or better grade is required in all courses.

PARC 205: Since Paralegal electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC Electives in their place in the first semester.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 Constitutional Law, PARC 216 Legal Aspect of Evidence, PARC 226 Bankruptcy, Collections & Foreclosures, PARC 225 Criminal Law and Procedure, or BUAD 202 Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Jasmine Fields
An international education
Full story

CollegeNow TC3

COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Digital Emphasis: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
ART 111, Photography I	3	Sp, Su, Fa, Wi
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II	3	Sp, Su, Fa, Wi
ART 212, Digital Photography	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 112, Photography II	3	Sp, Su, Fa, Wi
ART 213, Dynamic Media I	3	Sp, Su, Fa, Wi
ART 214, Dynamic Media II	3	Sp, Su, Fa, Wi
OR ART 233, Animation		Sp, Su, Fa, Wi
OR COMM115, Introduction to Digital Video		Sp, Su, Fa, Wi
ART 262, Portfolio Preparation - Photography	1	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa,

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ART 222, Advanced Digital Photography	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Fine Arts Emphasis: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su, Fa, Wi
ART 110, Design I	3	Sp, Su, Fa, Wi
ART 111, Photography I	3	Sp, Su, Fa, Wi
ART 120, Drawing I	3	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 112, Photography II	3	Sp, Su, Fa, Wi
ART 114, Design II	3	Sp, Su, Fa, Wi
ART 122, Drawing II	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su, Fa, Wi
ART 212, Digital Photography	3	Sp, Su, Fa, Wi
ART 262, Portfolio Preparation - Photography	1	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su, Fa, Wi
ART 222, Advanced Digital Photography	3	Sp, Su, Fa,

Our Stories

Rosanna Perez
Opening her mind
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
▶ **SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
▶ **SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Exercise Studies: Associate in Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I*	3	Sp, Su, Fa, Wi
OR BIOL104, General Biology I*		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FITN208, Weight Control	1	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
HLTH126, Health and Fitness	1	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
FITN215, Aerobic Conditioning	1	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
▶**Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL201, Human Anatomy and Physiology I	4	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education	3	Sp, Su, Fa, Wi
RECR230, Personal Training & Aerobic Leadership	3	Sp, Su, Fa, Wi
▶**Unrestricted Elective**	3	Use

Our Stories

Carrie Buchanan
A tradition of service
Full story

SGA
Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL202, Human Anatomy and Physiology II	4	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR232, Exercise Physiology	3	Sp, Su, Fa, Wi
RECR285, Recreation Field Work	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. This course should be selected in consultation with the student's advisor.

BIOL 101 or 104: Students with High School Biology and Chemistry with minimum Regents exam grades of 80% within the past 5 years can take BIOL 104. The BIOL101 and BIOL102 sequence is recommended.

HLTH 205, RECR 230 & RECR 232: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher should complete RECR 210 Diversity and Inclusion.

Restricted Elective: Students must complete either BIOL 101 AND BIOL 102 with a C or better grade; or BIOL 104 with a C or better grade as a prerequisite for BIOL 201. Students, who complete BIOL 104 in the first semester, should select a SUNY GEN ED approved course to fulfill this requirement.

Unrestricted Elective: RECR 150 Play Across Cultures, BUAD 103 Entrepreneurship I, HLTH 206 Personal Health, SUNY GE Foreign Language Elective, CHEM 101 Introduction to Chemistry, or RECR 210 Diversity and Inclusion are recommended.

*Grade of C or better is required

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FITN102, Swimming II	1	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
FITN216, Lifeguard Training	2	Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
▶**Outdoor Activities Elective**	1	Use Schedule Search for electives
▶**SUNY Elective Natural Science or Arts**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su, Fa, Wi
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
OR ENVS105, Environmental Ethics		Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation	3	Sp, Su, Fa, Wi
RECR274, Outdoor Recreation Pursuits	3	Sp, Su, Fa, Wi

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

SGA Tompkins Cortland Community College

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

►**SUNY Gen Ed Elective - Foreign Language**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
RECR 150, Play Across Cultures	3	Sp, Su, Fa, Wi
RECR 220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR 260, Outdoor Education and Camp Counseling	3	Sp, Su, Fa, Wi
RECR 284, Outdoor Recreation Proficiency	1	Sp, Su, Fa, Wi
OR RECR 276, Outdoor Recreation Field Adventure		Sp, Su, Fa, Wi
OR RECR 285, Recreation Field Work		Sp, Su, Fa, Wi
►**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, or 152 recommended.

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended.

ENGL 102 or ENVS 105: Students intending to transfer to SUNY Cortland should take ENGL 102.

FITN 102 and FITN 116: A student who can demonstrate the swimming proficiency required for FITN 216 Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective.

Outdoor Activity Electives: FITN 109, FITN 110, FITN 119, FITN 120, FITN 221, RECR/FITN 160, RECR/FITN 161, RECR/FITN 162, RECR/FITN 163, or RECR/FITN 164.

Unrestricted Elective: CAPS 121, 123, 131, 133, 141; or HLTH 126; or an Outdoor Activity Elective recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
RECR110, Introduction to Recreation	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
▶**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
HLTH205, First Aid and Safety Education	3	Sp, Su, Fa, Wi
RECR120, Leadership in Recreation	3	Sp, Su, Fa, Wi
RECR150, Play Across Cultures	3	Sp, Su, Fa, Wi
SOCI101, Introduction to Sociology	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
RECR210, Diversity and Inclusion in Recreation	3	Sp, Su, Fa, Wi
RECR215, Recreation and the Expressive Arts	3	Sp, Su, Fa, Wi
▶**Foreign Language Elective**	3	Use Schedule Search for electives
▶**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
FITN, FITN Elective1	1	Sp, Su, Fa, Wi
RECR220, Programming in Recreation and Leisure	3	Sp, Su, Fa, Wi
RECR201, Introduction to Therapeutic Recreation	3	Sp, Su, Fa, Wi
OR RECR285, Recreation Field Work		Sp, Su, Fa, Wi
PSYC, PSYC Elective1	3	Sp, Su, Fa, Wi
▶**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, or 152 recommended.

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended.

HLTH 205: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher can substitute an unrestricted elective.

SUNY GEN ED Natural Sciences Elective: A Lab Science should be considered based on the requirements of the student's selected transfer institution.

Unrestriced Elective: CAPS 121, 123, 131, 133, 141; or Outdoor Activity Elective; or HLTH 126 recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Sport Management: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
FSS 175, Freshman Seminar - Sport Management	1	Sp, Su, Fa, Wi
MATH132, College Algebra and Trigonometry	3	Sp, Su, Fa, Wi
OR MATH135, Precalculus Mathematics		Sp, Su, Fa, Wi
OR MATH201, Calculus I		Sp, Su, Fa, Wi
SPMT150, Foundations of Sport Management*	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 111, Photography I	3	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
BUAD208, Principles of Management	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSYC103, Introduction to Psychology	3	Sp, Su, Fa, Wi
OR SOCI101, Introduction to Sociology		Sp, Su, Fa, Wi
SPMT190, Event Practicum I*	1	Sp, Su, Fa, Wi
▶**CAPS Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
SPMT255, Sport Event Management*	3	Sp, Su, Fa, Wi
SPMT260, Sport Media Management*	3	Sp, Su, Fa, Wi
▶**SUNY GEN ED Lab Science Elective**	3	Use

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

		Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su, Fa, Wi
HSTY101, Development of the Western Tradition I	3	Sp, Su, Fa, Wi
OR HSTY201, American History to 1877		Sp, Su, Fa, Wi
MATH200, Statistics	3	Sp, Su, Fa, Wi
SPMT195, Event Practicum II*	1	Sp, Su, Fa, Wi
SPMT270, Sport Facilities/Venue Management*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**13**	

A "C" or better grade is required in ENGL 100 and all SPMT courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Web Design: Associate in Applied Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Sp, Su, Fa, Wi
CAPS131, Introduction to Databases	1	Sp, Su, Fa, Wi
CAPS133, Advanced Databases	1	Sp, Su, Fa, Wi
CIS 108, Introduction to Computer Information Systems	3	Sp, Su, Fa, Wi
OR CSCI160, Introduction to Computer Programming		Sp, Su, Fa, Wi
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
WD 152, Web Page Design	1	Sp, Su, Fa, Wi
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography	3	Sp, Su, Fa, Wi
BUAD106, Foundations of Business	3	Sp, Su, Fa, Wi
CIS 213, Programming in C++	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
WD 153, Advanced Web Page Design	1	Sp, Su, Fa, Wi
WD 154, JavaScript	1	Sp, Su, Fa, Wi
WD 155, Extensible Markup Language	1	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 213, Dynamic Media I	3	Sp, Su, Fa, Wi
BUAD203, Business Communications	3	Sp, Su, Fa, Wi
CIS 220, Database Concepts	3	Sp, Su, Fa, Wi
WD 220, PHP and Database Programming	3	Sp, Su, Fa, Wi
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Blaze Sanders
Big dreams
Full story

The Pathways Scholarship provides aid and support for adult students

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Fourth Semester

Course	Credits	Schedule
CIS 225, JAVA	3	Sp, Su, Fa, Wi
OR CSCI 165, Computing Fundamentals I		Sp, Su, Fa, Wi
CIS 227, Web Programming & Design	3	Sp, Su, Fa, Wi
ENGL 201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi
WD 256, Web Design Solutions	1	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 212: Per Art Department approval, Web Design majors do not need to complete ART 111 Photography I, prior to enrolling in ART 212 Digital Photography.

Mathematics, Science, Humanities, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing: Associate in Applied Science
Minimum Credits for Graduation: 65

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su, Fa, Wi
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages*	3	Sp, Su, Fa, Wi
▶**CAPS Elective**	2	Use Schedule Search for electives
▶**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD, BUAD Elective1	3	Sp, Su, Fa, Wi
ENGL101, Academic Writing II	3	Sp, Su, Fa, Wi
PSED213, Job Search*	1	Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business*	3	Sp, Su, Fa, Wi
▶**Mathematics Elective**	3	Use Schedule Search for electives
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
WINE213, Wine Marketing Internship*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su, Fa, Wi
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
ENGL201, Fundamentals of Speech	3	Sp, Su, Fa, Wi
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su, Fa, Wi

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

WINE200, Sensory Evaluation for Wine and Food Pairing*	3	Sp, Su, Fa, Wi
▶ **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD212, Quality Customer Service*	3	Sp, Su, Fa, Wi
HRMG201, Hospitality Law*	3	Sp, Su, Fa, Wi
HRMG206, Food and Labor Cost Control*	3	Sp, Su, Fa, Wi
WINE202, Beverage Studies*	3	Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising*	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BUAD 212, ENGL 100, HRMG 100, HRMG 107, HRMG 201, HRMG 204, PSED 213, WINE 120, WINE 130, WINE 200, WINE 202, WINE 213 and WINE 220.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: Occupational Spanish is recommended in consultation with the student's advisor.

*Grade of C or better is required

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing Certificate: Certificate
Minimum Credits for Graduation: 25

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BUAD204, Principles of Marketing	3	Sp, Su, Fa, Wi
HRMG107, Safe Alcohol Handling*	1	Sp, Su, Fa, Wi
HRMG201, Hospitality Law	3	Sp, Su, Fa, Wi
WINE120, Survey of Wine and Alcoholic Beverages	3	Sp, Su, Fa, Wi
WINE130, Grape Growing and Wine Business	3	Sp, Su, Fa, Wi
WINE200, Sensory Evaluation for Wine and Food Pairing	3	Sp, Su, Fa, Wi
WINE202, Beverage Studies	3	Sp, Su, Fa, Wi
WINE213, Wine Marketing Internship	3	Sp, Su, Fa, Wi
WINE220, Wine Marketing and Merchandising	3	Sp, Su, Fa, Wi
Minimum Total Semester Credits	**25**	

Note: While ENGL 100, 101, 201 or 204 not required, they may be prerequisites for one or more program courses.

*Grade of C or better is required

Gainful Employment data is available for each certificate.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course
- Technical Requirements

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Browser Requirements

Supported Client Operating Systems and Web Browsers (Updated 08/17/2011)

Listed below are the supported operating systems and browsers for use with Blackboard Learn 9.1 and Blackboard ANGEL 8.0. Blackboard Learn and ANGEL 8.0 are Web-based applications and other browsers and operating system may work well; however, the listed configurations are the only configurations that are tested and supported by Blackboard.

Terms and Definitions

Certified–fully tested and supported
Compatible–key application areas tested
Provisional–future technologies considered supported by Blackboard Support
Not tested–specified Browser is not supported for the Operating System

Blackboard Version 9.1 & ANGEL 8.0 - System Requirements

Windows Client Configurations

	Internet Explorer 9	Internet Explorer 8	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Windows XP (32-bit)	Unsupported	Compatible	Compatible	Compatible	Compatible
Windows Vista (32-bit)	**Certified**	Compatible	**Certified**	Compatible	Compatible
Windows Vista (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible
Windows 7 (32-bit)	**Certified**	Compatible	**Certified**	Compatible	**Certified**
Windows 7 (64-bit)	Compatible	Compatible	Compatible	Compatible	Compatible

Mac OSX Client Configurations

	Safari 5.0	Safari 4.0	Firefox (Final Release Channel)*	Firefox 3.6	Google Chrome (Stable Channel)**
Mac OSX 10.5 "Leopard"	Compatible	Compatible	Compatible	Compatible	Compatible
Mac OSX 10.6 "Snow Leopard"	**Certified**	Compatible	**Certified**	Compatible	**Certified**

*The Firefox Release Channel is the fully tested version by Mozilla and intended to be the most stable. This channel is updated roughly every 6 weeks. For further detail on Firefox, please review the material available at http://blog.mozilla.com/blog/2011/04/13/new-channels-for-firefox-rapid-releases/.
**The Chrome Stable Channel is the fully tested version by Google and

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

intended to be the most stable as the name implies. This channel is updated roughly every 2-3 weeks for minor releases and 6 weeks for major releases. For further detail on Chrome, please review the material available at http://www.chromium.org.

Technologies Not Supported

The following technologies are not supported, though they may have been supported in previous versions of Blackboard Learn and Blackboard ANGEL:

- Internet Explorer 6, 7
- Firefox 1.x, 2.0, 3.0 and 3.5
- Safari 2.0, 3.0, 3.1, 3.2 and any version on Windows
- Mac OSX 10.3, 10.4 "Tiger"
- Java 5, although it may continue to work

Accessibility and JAWS

Blackboard strives to make all its products as accessible as possible. JAWS for Windows 11 and 12 were used during accessibility testing.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grade Point Average

The grade point average (GPA) is computed by:

1. Multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. Adding the quality points earned in all courses taken.
3. Dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at TC3 are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ENGL 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Student Email Accounts

Every student at the college receives a TC3 MyMail email account. This account will be used by faculty, advisors, financial aid, judicial affairs and other staff to communicate important and required information to students.

All students are expected to use this email account and check it regularly, at least once each week. Claiming not to have received a College email will not be an acceptable excuse for failure to complete any College requirement.

Our Stories

Vanessa Wikel
Finding her own path
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Human Rights

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College.

The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment.

For additional information contact:

AFFIRMATIVE ACTION OFFICER, TITLE IX COORDINATOR:
Human Resources Administrator

ADA/SECTION 504 COMPLIANCE OFFICER:
Dean of Organizational Success and Learning

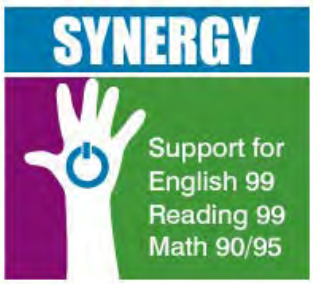
ACADEMIC SUPPORT SERVICES FOR STUDENTS WITH DISABILITIES: Coordinator of Access and Equity Services, Baker Commons

DIVERSITY SUPPORT SERVICES:
Office of Multicultural Services

SUPPORT SERVICES FOR WOMEN:
Office of Counseling, Career, and Transfer Services

Our Stories

Katrina Teeter
Putting the student in student-athlete
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Policy on HIV and AIDS

Any person who is infected with HIV, or who is perceived to have AIDS/HIV, has the right under Section 504 of the Civil Rights Act to be free from discrimination or harassment while engaged in any activities which are part of the College's campus life. This includes, but is not limited to student admissions, housing, student activities, employee hiring, promotion, demotion, benefits, and termination.

The HIV status of individuals is a confidential matter. Unless authorized by law, no HIV test should be performed without the consent of the individual. If an individual needs to disclose his or her status for the purpose of accommodation, all records are kept confidential and will not be released unless written consent is given, in accordance with the Family Education Rights and Privacy Act of 1974, or where release is authorized by law.

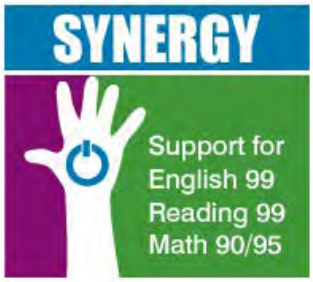
Any individual infected with HIV has the right to continue his or her position with the College as employee or student. In the event an employee or student is having difficulty meeting the requirements of his or her position, the College will make every attempt to make reasonable adjustments in compliance with the Americans with Disabilites Act as amended, Section 504 of the Rehabilitation Act and New York State human Rights Law.

Any College employee or student who experiences discrimination or harassment because they are, or are perceive to be, infected with HIV should report this discrimination or harassment. Reporting is confidential and should be made using the procedures outlined in the Discrimination and Harassment Policy and Procedures. Current educational programs about AIDS/HIV will be developed and maintained for all members of the campus community by the College. The programs will be designed to be proactive to emphasize prevention. The accessibility of these educational programs will be continually monitored, and the materials will be updated to reflect current knowledge.

Tompkins Cortland Community College is responsible for monitoring developments with regard to HIV/AIDS and acting upon and updating the policies of the College. Policy updates are reviewed by the College Board of Trustees. The College will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, and the guidelines suggested by the Centers for Disease Control, the American College Health Association, and the New York State Department of Health. The College will communicate its policy regarding AIDS through: employee publications/student publications, special meetings (as necessary), and bulletin board postings.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story



News & Announcements
- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Grievance and Conduct Violation Policies Overview

TC3 is committed to the development and maintenance of mutual respect among all members of the college community. We seek to work together to understand and address concerns without having to resort to formal grievance or appeal procedures. However, when that is not possible, we are committed to a fair and reasonable resolution of issues. The processes outlined below apply to all enrolled students and all employees of the college, Faculty Student Association and TC3 Foundation.

Process related to:

Amendment of student educational record
Preliminary Step: None
Original Decision Level: Associate Dean for Curriculum and Academic Records
Appeal Level: Provost

Violation of Academic Integrity Policy
Preliminary Step: Instructor
Original Decision Level: Provost
Appeal Level: President

Grade Challenge
Preliminary Step: Instructor
Original Decision Level: Department Chair
Appeal Level: Dean of Instruction

Disability-related Accommodations
Preliminary Step: None
Original Decision Level: Students - Coordinator of Access & Equity Services Employees and Visitors - Human Resources Administrator
Appeal Level: ADA/504 Compliance Officer

Non-Academic Code of Conduct
Preliminary Step: None
Original Decision Level: Hearing Officer
Appeal Level: Director of Residence Life & Judicial Affairs(if initially heard by Residence Director) or Vice President for Global Initiatives and Judicial Affairs (if initially heard by Director of Residence Life Judicial Affairs)

Discrimination & Harassment (except accommodations) including Sexual Harassment or Violence involving staff members
Preliminary Step: Title IX Coordinators
Original Decision Level: Hearing Panel and President
Appeal Level: External appeal to NYS Division of Human Rights or Federal Offices of Civil Rights

Other Student Grievances (problems arising in the relationship between a student and a staff member that are not specifically governed by one of the other processes)
Preliminary Step: Staff member, if appropriate
Original Decision Level: Academic issues to Dean of Instruction Non-academic issues to the Dean of Student Life
Appeal Level: Provost

General Information Related To All Grievance And Conduct Violation Procedures

Students and employees are welcome to seek assistance from any member of the TC3 community when involved in grievance or conduct violation procedures. The following staff members are specifically

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

identified as available to advise students and employees in selection of the appropriate process and to provide assistance during each procedure:

Lisa Doran, Assistant to the Dean for Operations, Room 248

Debbie Lacko, Administrative Assistant in Office of the Dean of Student Life, Room 218

Teresa Mix, Administrative Assistant in Office of the Dean of Instruction, Room 229

Sharon Dovi, Human Resources Administrator, Room 219

At the Original Decision and Appeal levels, each party is entitled to written notice of the issues involved, to present relevant and material evidence and witnesses to support the desired outcome and to receive the decision in writing. All parties may appear with any advisors and/or legal counsels of their choice; however, the advisor's role is limited to observation and consultation. Time frames are outlined in the specific procedures for each process; all references to days shall mean college business days.

Appeals and other requests must be in writing and be delivered by email or hard copy to the person or office identified within ten (10) days of receipt of the original decision unless a different time frame is identified in a specific process. Student email correspondence will be sent to and accepted only from the student's TC3 MyMail account. The appeal must (1) identify the grounds for the request and (2) clearly set forth the reasons why the original decision should not be carried out.

All requests must include the following information:

1. The full name, TC3 ID number, address and telephone number(s) of the student;

2. The name of the other party or parties and position, if known;

3. A clear, concise statement of the facts that support the request, including pertinent date(s) and sufficient information to identify any individuals who may be potential witnesses;

4. A statement by the student verifying that the information supporting the allegations are true and accurate to the best of his/her knowledge;

5. Specific remedy sought; and

6. The student's or employee's signature.

Unless additional grounds are identified in a specific process, appeals may be based only on one or more of the following grounds:

New evidence not available at the time of the original decision.

Procedural error that can be shown to have had a detrimental impact on the outcome .

Errors in the interpretation of College policy substantially denying any party a fair hearing.

Inappropriate sanction having no relationship to the charges.

Decisions on all appeals shall be made in writing within thirty (30) days of the filing of the appeal request unless a shorter time frame is identified in a specific process.

An appeal will result in one of the following outcomes:

Dismiss the appeal based on failure to state sufficient grounds for the appeal; earlier decision is upheld

Dismiss the appeal based on insufficient evidence to support the appeal grounds and justify overturning the earlier decision; earlier decision is upheld

Sustain the appeal and reverse the earlier decision

Sustain the appeal and amend the earlier decision. The severity of the original sanction may not be increased.

A sufficient record of all proceedings shall be kept to enable review and the file shall be considered confidential and maintained by the maker for a period of three years.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Contact Information

Position	Name	Office	Staff Directory
President	Dr. Carl E. Haynes	223	
Provost	Dr. John Conners	229	
Vice President for Global Initiattives and Judicial Affairs	Walter L. Poland	230	
Director of Residence Life & Judicial Affairs	Darese Doskal-Scaffido	Tioga Hall	
Affirmative Action Officer Title IX Coordinator Human Resources Administrator	Sharon Dovi	219	
Dean of Instruction	Carl Penziul	229	
Dean of Student Life	Amy Trueman	218	
ADA/Section 504 Compliance Officer Dean of Organizational Success & Learning	Khaki Wunderlich	248	
Coordinator of Access & Equity Services	Carolyn Boone	130	
Department Chair	Contact Renee Hollenbeck for specific department	229	
Associate Dean for Curriculum and Academic Records	Jane Hammond	229	
Director of Public Safety/Campus Police	J. Beau Saul	118	

Our Stories

Health Services

A healthy campus
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Statement of Academic Integrity Policy

Every student at Tompkins Cortland Community College is expected to act in an academically honest fashion in all aspects of his or her academic work: in writing papers and reports, in taking examinations, in performing laboratory experiments and reporting the results, in clinical and cooperative learning experiences, and in attending to paperwork such as registration forms.

Any written work submitted by a student must be his or her own. If the student uses the words or ideas of someone else, he or she must cite the source by such means as a footnote. Our guiding principle is that any honest evaluation of a student's performance must be based on that student's work. Any action taken by a student that would result in misrepresentation of someone else's work or actions as the student's own — such as cheating on a test, submitting for credit a paper written by another person, or forging an advisor's signature — is intellectually dishonest and deserving of censure.

Several degree programs offer student learning opportunities (such as internships, field work, and clinical experiences) outside the standard classroom setting. As part of the learning process, students must understand and engage in conduct that adheres to principles guiding employment within the professional workplace. These behaviors include, but are not limited to, academic integrity, accountability, reliability, respect, use of appropriate language and dress, civility, professional ethics, honesty, and trustworthiness. Disciplinary action may be initiated for inappropriate conduct occurring while participating in any course-related project or event.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Violation of Academic Integrity Policy

The faculty member who discovers an instance of academic dishonesty or professional misconduct shall be responsible for determining and administering sanctions. Potential sanctions for a violation of the college's policy on academic integrity include, but are not limited to: reduction in grade, elimination of grade, and failure for the course.

The faculty member shall discuss the incident with the student prior to any formal action.

The faculty member shall notify the Provost regarding all instances of academic dishonesty where a penalty has been administered to a student. The Provost may recommend additional sanctions relative to the student's status, depending on the severity of the infraction. These recommendations and a report of the violation shall be sent to the provost within five class days. Flagrant violations (violating computer security, submitting false information about a student's condition, etc.) may result in probation, suspension, or expulsion from a program or the college.

The provost may impose further sanctions for repeated offenses; these may include probation, suspension, or expulsion from the college. In addition, a permanent or temporary notation that the student has violated the Policy on Academic Integrity will be made on the official academic records of the student. Extenuating circumstances will be considered for each individual case. Counseling may be recommended.

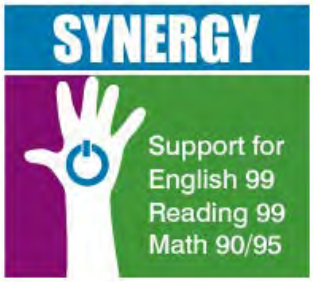
If a student believes that the determination of a violation is made in error or that the sanction is inappropriate, the student may request a review by the provost. A written request for review should be delivered by email or hard copy to the Provost within a reasonable time, generally within two (2) weeks of the notification of sanctions (or two weeks into the next semester if the sanctions were imposed less than two weeks before the last day of a semester).

Following filing of the written request for review, the Provost will conduct an independent investigation, including interviewing all parties and any witnesses deemed relevant and material to the issues raised, and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks. Either party shall have the further right to appeal the decision of the Provost to the President. The appeal shall be in writing, setting forth the reasons the decision of the Provost should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The President shall make a final adjudication and determination in the matter and notify both parties and the Provost of the final decision in writing within thirty (30) days. The Provost will administer the decision of the President.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story



News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Attendance Policy

In order to maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter, and absence never excuses a student from class work.

It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Unless otherwise provided for by the instructor, all students are expected to attend, promptly, every class session for which they are registered. If absence from class is anticipated, it is the student's responsibility to inform the instructor as far in advance as possible. If the student is absent on the day of an examination or the day an assignment is due, the instructor will decide whether the exam or assignment may be submitted late. In all cases, it is the student's responsibility to find out what happened in class.

Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York.

Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. A copy of the law can be found in the Office of the Dean of Instruction.

The College reserves the right to schedule additional class time to compensate for time lost because of weather, road conditions, or other reasons.

Any student who wishes to challenge the application of the attendance portion of a course grade should refer to the college's Other Student Grievances process.

Our Stories

Holly McBean
Making her dream possible
Full story

Delhi
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Classroom Behavior

TC3 values every student's right to learn and each faculty member's right to teach in an uninterrupted environment. To foster that environment, proper etiquette in the classroom is essential. The instructor has the right and responsibility to take appropriate action when a student's behavior interrupts another student's right to learn. Each individual course outline will establish both the classroom behavioral and academic integrity expectations from the instructor.

Disruptions to classroom behavioral expectations may include, but are not limited to, interruptions through use of cell phones or other electronic devices, unnecessary or boisterous talking during lecture and exam sessions, arriving to class late or leaving a class early, and inappropriate language and tone. Instructors may remove a student for the class session in which such disruptive behavior becomes continuous or serious, and may begin disciplinary proceedings in accordance with the TC3 Non-Academic Code of Conduct.

Our Stories

Jasmine Fields
An international education
Full story

SYNERGY
Support for
English 99
Reading 99
Math 90/95

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses, within two weeks of the beginning of the following semester;
- for all courses with a duration shorter than 10 weeks, within two weeks after the grade is posted in MyTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade challenges must be based on a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the course outline or the College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two (2) weeks.

Either the student or instructor may appeal the decision to the Dean of Instruction within ten (10) days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The Dean of Instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within fourteen (14) days.

Our Stories

Kelly Wessell
The place to teach
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Disability-Related Accommodation

Procedures for requesting disability-related accommodations (inside and outside the classroom) for students can be found in the Baker Center for Learning: Disability Services section.

Procedures for requesting disability-related accommodations (inside and outside the classroom) for employees and visitors can be found in the Office of Human Resources, Room 219, 607.844.8222, Ext. 4440.

TC3 supports all students and employees in their right to file a grievance when they believe they have been denied equal access in the form of appropriate accommodations, modifications, auxiliary aids, or effective communication as described in Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 as amended and/or the New York State Human Rights Law.

Resolving Student Conflicts with Faculty and/or Staff, Academic Departments or Non-academic Departments, Programs or Organizations:
Students are encouraged to discuss their concerns with the Coordinator of Access &Equity Services (AES) or another member of the Baker Center staff. AES staff members are available to assist students in trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Coordinator will be available to the student, without prejudice.

Resolving Employee Conflicts with Supervisors or other TC3 staff or Departments, Programs or Organizations:
Employees are encouraged to discuss their concerns with the Human Resources Administrator/Affirmative Action Officer to assist with trying to resolve issues with other TC3 staff members. During any resolution or appeal process, the accommodations determined by the Administrator will be available to the employee, without prejudice.

If a student or staff member (including Coordinator AES, HR Administrator, faculty member or supervisor) feels that a satisfactory resolution is not reached, he or she should deliver a written appeal by email or hard copy to the ADA/504 Compliance Officer. The appeal should be filed within a reasonable time, generally two (2) weeks from the time of notification of approved accommodations, and specifically set forth the grounds for the appeal and the reasons the decision of the Coordinator of Access and Equity Services or Human Resources Administrator should not be carried out.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 4.

In addition to the general grounds for appeal set forth above, appeals concerning disability-related accommodations may be based on the following additional grounds:

Denial of full and equitable access to the programs, activities and services of the college, Faculty and Student Association, or TC3 Foundation.

Provision of the approved accommodation will constitute a fundamental alteration of a course, program or job description.

The ADA/504 Compliance Officer shall conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all interested parties of the

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

final decision, in writing, within two (2) weeks.

If the complaint is not then resolved, the student or employee may choose to file a complaint with the Federal Office for Civil Rights or the NYS Division of Human Rights.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Academic Policies and Regulations

Computer Resources Use Protocol

Purpose

Access to computing resources is intended to provide members of the College community support for education, research, and necessary administrative activities. Use of the campus computing resources must be consistent with the purpose and the mission of the College. Campus computer systems are not intended for personal gain or profit.

Accessibility

All web pages hosted on College web servers must comply with standards for accessibility by persons with disabilities as required by local, state, or federal law or regulation.

Ethical Use of Computers

All users of College computing resources must respect the rights of other computing users, the integrity of the physical facilities and controls, and all pertinent license and contractual agreements. All use of resources shall be consistent with College policies and procedures and with all applicable federal, state, and local laws.

Acceptable Uses of Resources

The following are examples of acceptable and unacceptable uses of computing resources, including, but not limited to, email, all campus networks, and the Internet. This listing is not intended to be inclusive.

Examples of acceptable uses

- Activities promoting educational collaboration and information sharing
- Research and collaboration by students and faculty related to course work
- Communication with scholars and educators in connection with teaching and research
- Grant administration and application
- Involvement in professional organizations related to the user's teaching, research, or professional activities

Examples of unacceptable uses

- Engaging in any illegal activity
- Commercial profit-making activities or advertising
- Sending chain letters
- Engagement in an activity intended to affect network performance or cause congestion of the network
- Malicious use
- Using another user's ID or password, with or without consent
- Using electronic communications to forge an academic document
- Using electronic communications to steal another individual's work or otherwise misrepresent one's own work
- Forging, fraudulently altering, or willfully falsifying Email headers or electronic information generated as,
- maintained as, or otherwise identified as College records in support of electronic communications
- Intentional introduction of a computer "Virus" or other disruptive/destructive program into the system

Privacy

Each user account is protected from unauthorized access by requiring the use of a unique password to identify the legitimate user. No user

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

will snoop, hack, or be involved in any other actions interfering with the privacy of others. Users must abide by the system's security mechanisms in a manner that preserves the privacy of themselves and others. The College will make all reasonable attempts to maintain the integrity of the system, however, it shall not be held liable for intentional invasions by others. Although information passing over the College network or stored in user accounts may be accessed by system personnel for purposes of network management, the content of files and transmissions will not be viewed, monitored, or altered without the express consent of the user, except in those cases where the College has reasonable cause to believe that an account or system is being used by other than an authorized user or is being used in violation of applicable federal, state, or local law or of College procedures, protocols, or policy.

Piracy

The copying of copyrighted materials (including incorporation into or attachment to an electronic work product), whether from software, hard copy, or otherwise, is prohibited without the express written consent of the copyright owner. Unlicensed software may not be installed on College equipment. Local-regional-internet network use

The College's computer resources include an electronic network of computers linked together via a complex system of electronic components, computers, cabling, and information. These systems are also joined to the outside world via external networks including SUNYNet, NYSERNET, and the INTERNET.

Users of these resources are bound by the College's policies and the policies of the aforementioned networks. Copies of applicable use policies will be available in the Campus Techonology Office (201) and the library.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct

Statement of Responsibilities

As members of the TC3 community, students have an obligation to know and comply with the rules and regulations of the institution as well as all local, state and federal laws; any violation is cause for disciplinary action.

A. General Provisions

1. This code shall apply to any and all lands or facilities owned, leased, or operated by Tompkins Cortland Community College, as well as any location where a student is engaged in a College activity, unless otherwise noted in the code. Examples include, but are not limited to, travel by athletic teams to events off campus, travel on academic field trips, and engagement by other College organizations in activities off campus. It may also apply, at the discretion of the College, to conduct which occurs off campus and which adversely affects the College, the College community, or the interests and mission of the College.

2. Any individual taking courses, either full time or part time, at the time of the alleged violation of the Student Code, as well as individuals on College premises for any purpose related to registration for enrollment, is considered a student and subject to the Code of Conduct. Persons who are not officially enrolled for a particular term but who have a continuing relationship as a student with the College are also considered "students" and, therefore, held to the provisions of this Code.

3. A student who assists in violating or incites others to violate any provision of this code may be charged as a responsible participant.

4. An attempt to violate any provision of this code will be considered a violation.

5. Students shall be responsible for the action(s) of their guest(s).

B. Compliance with College Officials

1. Students are required to provide proper identification upon request or otherwise comply with the reasonable requests of any College employee, including, but not limited to, student center staff, residential life staff, dining services staff, and public safety staff acting in the performance of their duties.

2. Students must appear as witnesses in disciplinary proceedings when requested to do so by the Director of Residence Life and Judicial Affairs (or designee).

3. Students are required to comply with and complete all disciplinary sanctions imposed in accordance with this code.

C. Personal Honesty

Students will be held responsible for all acts of dishonesty, including personal misrepresentation, knowingly furnishing false information to the College, forgery, intentionally cashing checks with insufficient funds, alteration or fraudulent possession or use of documents or instruments of identification.

Our Stories

Esther Williams
The thriving artist
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

D. Freedom of Movement, Speech and College Activities

Intentional disruption or obstruction of teaching, guest lectures, research, administration, free movement, disciplinary proceedings, or other College activities may result in disciplinary action.

E. Personal Respect and Safety

1. Any action or situation involving verbal, mental, or physical assault and/or abuse, including harassment, intimidation, bullying or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person on College-owned or -leased property or at College-sponsored activities, is prohibited and is cause for disciplinary action.

2. All forms of sexual offense are expressly prohibited. The following are considered to be acts of sexual misconduct:

A. Sexual Assault – Forcible penetration of the mouth, anus, or vagina by a body part and/or an object without consent or with someone who is incapable of consent. Sexual assault can include but is not limited to sexual intercourse, cunnilingus, and fellatio.

B. Sexual Abuse – Intentional, non-consensual touching of sexual or other intimate parts of another person, either directly or through clothing without consent or with someone who is incapable of consent.

C. Sexual Exploitation – Any non-consensual act committed by an individual with the purpose of arousing the libido or sexual interest of themselves or the person towards which the action is directed, or for the purpose of establishing sexual fear and/or dominance. Any situation where a student takes sexual advantage of another for his/her own gain or benefit; or for the benefit of someone else. Examples of sexual exploitation may include but are not limited to; prostituting another person, non-consensual audio or videotaping of sexual activity, unauthorized presentation of such recordings, allowing others to observe a personal consensual sexual act without the knowledge or consent of the partner, engaging in acts of peeping or voyeurism.

Consent is defined as spoken words or behavior that indicates, without a doubt to either party, a mutual agreement to participate in sexual intercourse or other sexual activities. Indicators of consent do not include silence or past or present sexual relationships. A person is deemed incapable of consenting when the person is mentally defective, mentally incapacitated, physically helpless (whether induced by drugs, alcohol, or otherwise), or asleep. A person can withdraw consent at any time. The use of alcohol or other drugs cannot be considered an excuse for sexual misconduct. Rape or sexual misconduct can be committed by a friend, acquaintance, or stranger.

3. Disruptive, excessively noisy, or indecent conduct is cause for disciplinary action.

4. The College prohibits a student from engaging in or threatening to engage in behavior that poses a danger of causing physical harm to the student's self.

5. Hazing, defined as intentionally or recklessly subjecting any person to the risk of bodily harm or severe emotional distress, subjecting a person to treatment intended to put that person in a humiliating or disconcerting position, or causing or encouraging any person to commit an act that would be a violation of law or college regulations for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with any group, including, but not limited to, registered organizations or athletic teams on College-owned or -operated property or at College-sponsored activities is prohibited and is cause for disciplinary action.

Examples of hazing include, but are not limited to: forced consumption of alcohol, drugs, or any other substances; sleep deprivation; use of alcohol in drinking games or contests; paddling; forced tattooing or branding; creation of excessive fatigue; severe psychological shocks or humiliation (as determined by a reasonable person under all the circumstances); compulsory servitude; theft or misuse of property belonging to others.

It shall not constitute a defense to the charge of hazing that the participant(s) took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury, physical or mental, in fact was suffered. All participants in hazing action are subject to disciplinary action.

6. Possession or use of firearms, ammunition, fireworks, or other dangerous substances or weapons on Collegeowned or -operated property is strictly forbidden and is cause for disciplinary action. Tompkins Cortland
Community College adheres to all New York state laws regarding firearms, ammunition, fireworks, and other dangerous substances or weapons.

7. False fire alarms, false reports of fire or other dangerous conditions, failure to respond to fire alarms, and tampering with fire equipment are all cause for disciplinary action.

8. Recklessly or intentionally starting a fire or causing an explosion is cause for disciplinary action.

F. Alcohol and drugs

1. Attendance in class or at any College activity under the influence of alcohol or drugs is cause for disciplinary action.

2. Unauthorized use or possession of alcohol is cause for disciplinary action.

3. Sale, possession, exchange or use of narcotics or dangerous drugs in any form, except for prescribed therapeutic purposes, is cause for disciplinary action.

Good Samaritan Policy - Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. If you see someone who needs help, DO THE RIGHT THING, BE A GOOD BYSTANDER, CALL 911 FOR HELP. While the College cannot eliminate consequences resulting from violations of the Code of Conduct or state and federal law, efforts will be made to lessen sanctions for students who acted as Good Samaritans and summoned aid. Isn't that what you would want someone to do for you?

G. Property

1. Theft of personal or College property, including theft of services, from Tompkins Cortland Community Collegeowned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College, community, or personal property on Tompkins Cortland Community College-owned or -operated property is prohibited and is cause for disciplinary action. Unauthorized possession of College property beyond Tompkins Cortland Community College-owned or -operated property is also prohibited and is cause for disciplinary action.

2. Duplicating keys, computer access codes, or other devices meant to afford access to restricted areas or information is prohibited and is cause for disciplinary action.

3. Unauthorized entry into, tampering with, or use of facilities, property, services, or resources belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

4. Defacing, damaging, or destroying property belonging to the College, its community members, guests, or licensees is prohibited and is cause for disciplinary action.

H. Solicitation Students may not sell, solicit, advertise, or canvass on College-owned or -operated property or solicit parents, alumni, or members of the campus community without advance authorization from the appropriate administrative agency.

I. College Regulations

Violation of any written College policies or regulations (including, but

not limited to, Residence Life Handbook, Alcohol Policy, Weapons on Campus, Computer Resources Use Protocol, Policy Against Discrimination and Harassment, Bias Crimes Prevention, Sexual Assault Prevention, Maintenance of Order on Campus) is cause for disciplinary action. ALL VISITORS TO RESIDENCE LIFE PROPERTY ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL RESIDENCE LIFE RULES AND REGULATIONS AS SET FORTH IN THE RESIDENCE LIFE HANDBOOK.

J. Criminal Conduct

Violations of federal, state or local statutes committed on College-owned or -operated property or off campus, in the discretion of the college, are considered violations of this code, whether or not such violations are referred to and/or prosecuted by public officials. Many such violations, including all violations classified as felonies under the New York State Penal Law, will be referred to the appropriate authorities and will also be addressed through the TC3 judicial system.

Actions that can result in immediate suspension

The following violations can result in immediate suspension from the residence halls and/or the college:

- Involvement in any type of physical violence
- Sale of drugs
- Repeated or high level alcohol or drug violations
- Harassment in any form, as a group or individual
- Use, possession, manufacture, or storage of any weapon
- Engaging in acts which violate federal, state, county, or local laws or ordinances
- Intentional or reckless initiation of any false report (fire alarms, false reporting of a crime…)
- Obstruction, disruption or interference with the academic process or functions of the college

Judicial History

Any time a student is found responsible for any violation(s) of College rules and regulations and, as a result,is sanctioned through a judicial hearing process, that sanction becomes a part of the student's judicial history. A student's judicial history is a confidential record of judicial action related to the student that is maintained in the Office of Judicial Affairs. A student's judicial history is maintained throughout the student's tenure at Tompkins Cortland Community College.

When a student is charged with any violations of College rules and regulations, the student's judicial history is subject to full review by the administrative hearing officer adjudicating the case. The reason for such review is that a student's judicial history is an important factor in determining an appropriate judicial sanction in the current case. Such review will occur regardless of whether the sanction(s) for prior offense(s) are active or closed. Records of judicial suspension or expulsion from Tompkins Cortland Community College are permanently maintained by the Office of Judicial Affairs.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Non-Academic Code of Conduct Violation Hearing Process

When a nonacademic incident occurs involving a Tompkins Cortland Community College student's alleged violation of any rule or regulation outlined in the Student Conduct Code policies or in the residence life handbook, the matter will be handled according to the following procedures unless the incident occurs at the end of an academic year and involves a graduating student. For an incident involving a graduating student, the College shall be permitted to modify the steps in the hearing procedure to allow for resolution of the matter prior to commencement.

1. The incident is documented.

2. The documentation is forwarded to the Director of Residence Life and Judicial Affairs (or other appropriate administrative hearing officer) who will determine if the student should be charged with the alleged violation(s) of the student conduct code.

3. When a student is charged, the student will be notified in writing by the Director of Residence Life and Judicial Affairs or other appropriate administrative hearing officer. This written notice will include the section(s) of the Non- Academic Code of Conduct and/or Residence Life Handbook allegedly violated; a brief description of the incident and the date of occurrence, if available; and an appointed time to meet with the designated hearing officer. The letter will include instructions for rescheduling the meeting should the student have a conflict with the scheduled time. The letter will include a statement indicating that if the student fails to appear for the meeting, that student waives the student's right to this administrative hearing process and a decision regarding responsibility and sanction will be assessed based on the available evidence. This judicial charge notice must be received by the student at least 48 hours before an administrative hearing is convened to consider the matter.

4. Students who fail to appear at the appointed time or fail to reschedule prior to the time of the original appointment waive their right to a hearing and may be assessed an appropriate sanction by the judicial hearing officer if responsibility is determined based on the evidence available.

5. The administrative hearing is a one on one meeting between the student and the judicial hearing officer. The presence of an attorney, or any other individual requested by the student, and/or written materials submitted by an attorney in representation of his/her student client is permitted. Any other individual who attends, however, is not permitted to make statements, only to consult with the student. In the administrative hearing with the judicial hearing officer, the administrative procedures and charges will be explained, documentation and evidence will be reviewed, and the student will be provided the opportunity to have all pertinent questions answered. At the hearing the student and the judicial hearing officer will discuss the relevant information from the incident as well as any other information that the student or the judicial hearing officer deems appropriate. The student may bring witnesses or witness statements relevant to the incident.

6. This hearing will result in one of the following possible outcomes:

a. The hearing officer may dismiss the charge(s).

Our Stories

Padraic O'Donnell
Finding his strength
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

b. The student may accept responsibility for the violation or may be found responsible by the hearing officer based on a preponderance of the evidence. A sanction will be sent to the student in a findings notification within two (2) weeks.

c. In the event that a judicial hearing officer determines that additional information or further investigation is required in order to reach a decision, the outcome of the hearing will be delayed pending this investigation. The judicial hearing officer will follow up with the student to arrange any additional needed meeting(s) and/or to apprise the student of the investigations in progress. The process will conclude with a final decision regarding the hearing.

7. In determining a sanction, the judicial hearing officer will consider a student's previous judicial violations as well as engagement in his or her academic program

8. The student who has been charged may, at the conclusion of the administrative hearing process, choose to accept the decision/sanction or choose to appeal the case to the next level hearing officer. If a case involves a graduating student, the decision of the judicial hearing officer is final unless the decision/sanction involves withholding of a transcript or diploma, suspension, or expulsion. A decision/sanction involving withholding of a transcript or diploma, suspension, or expulsion may be appealed through the procedures set out below.

Right of Appeal

The student may appeal the hearing officer's decision within (10) days of receipt of the findings notification. All appeals should be filed in the Office of Residence Life and Judicial Affairs. If the original decision was made by the Director of Residence Life and Judicial Affairs, the appeal will be heard by the Vice President for Global Initiaitives and Judicial Affairs. In all other cases, the appeal will be heard by the Director of Residence Life and Judicial Affairs. All appeals must be filed within ten (10) days of receipt of findings notification.

The appeal must be in writing, setting forth the reasons the decision of the hearing officer should not be carried out and specifically setting forth the grounds for such appeal.

Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6. The appeal officer shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within two (2) weeks.
Any sanction imposed by the original hearing officer will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Removal from the College Housing System

The Director of Residence Life and Judicial Affairs (or designee) may, subject to prompt review, remove a student from living within any College-owned, -leased, or -operated facilities and require the student to live off campus when, in his/her judgment, such immediate steps must be taken to protect the health, safety, and welfare of campus residents or property. Persons under summary removal from the College housing system shall not be allowed in any Tompkins Cortland Community College residence life property unless given permission by the Director of Residence Life and Judicial Affairs (or designee).

The Director of Residence Life and Judicial Affairs must conduct a formal hearing for any summary removal case within six (6) college business days. If, as a result of the judicial hearing, it is concluded that the student's behavior warrants immediate termination of the student's housing contract, the student will not be refunded any room fees and will forfeit the housing deposit.

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information

Related To All Grievance And Conduct Violation Procedures on page 6. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Summary Suspension from the College

The Director of Residence Life and Judicial Affairs may, subject to prompt review, summarily suspend a student from the College if, in his/her judgment, such action is necessary for protecting the health, safety, and welfare of the ollege or any member of the college community. Summary suspensions must be reviewed in a conduct hearing with the director within six (6) college business days.

Persons under summary suspension shall not be allowed on the Tompkins Cortland Community College campus unless given permission by the Director of Public Safety (or designee).

The student may file an appeal of the the summary decision in the Office of Residence Life and Judicial Affairs to be heard by the Vice President for Global Initiatives and Judicial Affairs. The written appeal must be filed within three (3) days of receipt of the removal notification and set forth the reasons the decision of the hearing officer should not be carried out and specifically set forth the grounds for such appeal.

Requirements for the appeal can be found in General Information
Related To All Grievance And Conduct Violation Procedures on page 6. The Vice President shall make a final adjudication and determination in the matter and notify the student of the final decision in writing within six (6) days.
Any sanction imposed by the Director of Residence Life and Judicial Affairs will be in effect as stated in the sanction letter throughout the period of time that a final appeal is being considered.

Violations at end of Semester

During the period between semesters, all College discipline will be handled as established below:

1. All reports will be reviewed by the Director of Residence Life and Judicial Affairs to determine whether or not disciplinary charges are warranted.

2. If the incident under review occurred prior to the end of the semester but was unable to be handled before the student left, the Director will review the complaint and determine what codes have been violated and what sanctions are merited. Notification of the decision will then be sent to the student's permanent address, unless it is known by the college that the student is residing at another location. The accused student shall have the option to accept the decision or to file notice with the judicial affairs office within thirty (30) calendar days of the date of the letter and request a hearing for the alleged violations. Should an accused student accept the finding of the judicial officer, they will be expected to comply with the sanctions according to the time-line established in the letter of notification.

3. In the event that the judicial officer believes that disciplinary suspension or disciplinary expulsion could be an outcome, an Administrative Hearing will be convened at the earliest possible time. Should it not be possible to resolve the case during the break, a hearing will be held at the beginning of the next semester.

4. If the student is known to be attending classes during a January or summer session when an incident occurs, the case shall be handled under the guidelines that apply during the regular academic year.
Reopening of a Judicial Case The College reserves the right to reopen any judicial case based upon the introduction of evidence not available at the time of the hearing.

Sanctions

In the case of a violation(s) of the student conduct code and/or residence life rules and regulations, one or more of the following sanctions may be imposed by the appropriate judicial hearing officer.

Specific sanctions are not necessarily associated with particular violations. In determining the appropriate sanction(s), the hearing

officer will consider the severity of the offense; judicial precedent for similar offenses; the student's judicial history, if any, for previous violations of the student conduct code and/or residence life rules and regulations; and any other exacerbating or mitigating factors, including academic attendance and performance.

Warning
Written notice to the student indicating that continuation or repetition of misconduct may result in further disciplinary action.

Restitution
Reimbursement to the College or another party for the value of any damaged, destroyed, or misappropriated property.

Special Projects, Programs or Educational Modules
Required participation in, and/or development of, projects and/or programs; completion of an educational module; verbal or written apology; or the completion of a research paper on a relevant topic that specifically addresses a student's behavior. Failure to complete the project or program satisfactorily and by the assigned completion deadline may result in further disciplinary action.

Community Service
Required service to the College or community. This sanction may be imposed when, in the view of the hearing officer or board, the student's actions have infringed on the community in some manner, necessitating the student providing positive service back to the community. The amount of service, nature of the service and deadline for its completion will be described in the judicial hearing and written notice to the student. Failure to complete the service assignment satisfactorily and by the assigned deadline may result in further disciplinary action.

Loss of Privileges
Exclusion from specifically stated facilities, services, or activities for a designated period of time. Examples include, but are not limited to, loss of driving or parking privileges, prohibition from entering certain or all residence halls or the athletic facility, prohibition from attendance at or participation in College-sponsored activities, room change restrictions, and prohibition from sponsoring events.

Residence Hall Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the residence hall and College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible removal from he residence halls.

Disciplinary Probation
A formal written notice to the student indicating the student is expected to refrain from any further violations of the College rules and regulations. A period of probation (not less than one full semester) will be noted. Subsequent violations may result in stronger judicial sanctions and loss of privileges, including possible suspension or expulsion from the College.

Residence Hall Reassignment
In the event that in the judicial hearing officer's assessment the student and/or the residential community would be better served by the student's living in a different location, the student may be reassigned to another campus residence hall. If the period of reassignment is for other than the duration of the current academic year, it will be specified in the notice of reassignment.

Final Warning from the Residence Halls
A formal written notice of final warning to the student indicating that the student must refrain from any further violations of the residence hall and College rules and regulations. Any subsequent violation is likely to result in removal from the residence halls.

Residence Hall Removal
The housing contract, which provides the student with residence hall living privileges, is revoked. Renewal is at discretion of the Director of Residence Life and Judicial Affairs (or designee). Student is banned from residence halls.

Deferred Suspension
A formal written notice of final warning to the student indicating that

the student must refrain from any further violations of the College rules and regulations. Any subsequent violation is likely to result in suspension or expulsion from the College.

Suspension

Removal from the College community for a definite period of time (typically at least two semesters). The student must apply for readmission to the College when the period of suspension ends. The terms of readmission, if any, will be set forth in the notice of suspension. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties until s/he is readmitted.

Expulsion

Permanent termination of the student’s status at the College. Student is also declared “Persona Non Grata” and must receive permission from the Office of Public Safety before entering onto all College properties.

Sanctions for Alcohol and Other Drug Violations

Students found responsible for alcohol or drug related offenses will typically be subject to the following sanctions; dditional sanctions may also be applied as appropriate. A notice will be sent to parents of all dependent students for drug and alcohol violations and to all students under the age of 21, regardless of dependency status.

First offense: At least one semester of conduct probation. First alcohol offense will also be assigned either an online educational module or assignment to the Options program.

Second offense: Removal from the residence halls (for students in housing,) deferred suspension from the college, and assignment to the Options program or further drug/alcohol counseling.

Third offense: Suspension from the college. Student will be expected to complete appropriate drug or alcohol counseling off campus and will need to have that program follow up with our counseling staff to ensure successful completion of the external program before the student returns to TC3.

Failure to complete sanctions

Students are assigned educational sanctions or assessment/treatment-related sanctions to help them to learn from the violation and to learn to better manage their behaviors. The College views these sanctions as a requirement and enforces their completion. A student who fails to complete an assigned sanction will be seen by a campus hearing officer and the failure to complete will be treated as a second violation of the same type.

Parental Notification

In addition to notice related to drug and alcohol violations, notice of other non-academic judicial proceedings may, at the college’s discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student’s continued living in the residence halls or enrollment in the college.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Policy Against Discrimination and Harassment

Unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is strictly prohibited by Tompkins Cortland Community College. The College is committed to maintaining an educational and work environment that is free of any discrimination or harassment and to fostering positive business and personal conduct so that everyone, including students, employees, and invitees, is treated with respect and dignity in a non-discriminatory environment. The educational environment shall be considered to include all academic and nonacademic programs and activities.

The College fully complies with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act as Amended, the New York Human Rights Law and all other applicable laws or regulations which prohibit discrimination. Discrimination or harassment of individuals for reasons of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status is a form of unlawful discrimination.

It also is unlawful to retaliate against a person because he or she has opposed any illegal discriminatory practices or because he or she has complained of, or testified or assisted in the investigation of any complaint of discrimination or a proceeding conducted in connection with any such complaint.

Sexual Harassment

Sexual harassment is a form of misconduct which undermines an individual's integrity and human dignity. It can originate from a person of either sex against a person of the opposite or same sex, and from co-workers, supervisors, instructors, students, or even non-employees of the College (i.e., vendors or invitees). It is offensive treatment or behavior which, to a reasonable person, creates an intimidating, hostile or abusive work or educational environment.

All acts of sexual violence shall be considered to be forms of sexual harassment. Sexual violence includes rape, sexual assault, sexual battery, sexual coercion and physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to intellectual or other disability or to the victim's use of drugs or alcohol.

Generally, this harassment falls into either of two categories: (i) "quid pro quo", or (ii) causing or allowing a sexually hostile environment to exist within the work place, classroom, or other College-sponsored program, service or activity.

"Quid pro quo" harassment includes unwelcome sexual advances, requests for sexual favors, and other physical conduct of a sexual nature when:

Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's educational success (i.e., grades) or employment (i.e., a raise, promotion or assignment); or

Submission to or rejection of such conduct by an individual is used as the basis for educational or personnel decisions affecting the individual.

Examples of this form of sexual harassment would include but

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

Keuka COLLEGE
Earn your Keuka College Degree at TC3.

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

are not limited to:

- Any uninvited or unwelcome physical contact, including touching, petting, pinching, persistent and purposeful brushing up against another individual's body, etc.
- Any suggestion to an individual that sexual favors or relationships will result in a favorable grade, promotion, or other education or employment opportunity.
- Any suggestion or implication to an individual that his/her refusal to provide sexual favors or relationships will result in a poor grade, demotion, discipline, discharge, or will have an adverse impact on employment or educational results.

A sexually hostile environment exists when an individual's conduct has the purpose or effect of unreasonably interfering with another individual's education or work performance or creating an intimidating, hostile or offensive educational or working environment which interferes with or limits a person's ability to participate in or benefit from the college's programs.

Examples of this type of sexual harassment include, but are not limited to:

- Sexual innuendos, sexually suggestive comments, offensive language, sexually oriented kidding or teasing, gestures, practical jokes, etc.
- Offensive displays of sexually suggestive pictures, magazines, or other objects (e.g., sexually explicit calendars, posters, cartoons, photographs, or graffiti).
- Touching, pinching, holding, grabbing, hugging, kissing or intentionally and persistently brushing against another person's body.
- Inappropriate social conduct such as pressuring a student, employee or colleague to date or socialize and/or take some adverse action against that person for refusing to do so.
- Any other conduct that ridicules or humiliates an individual because of his/her gender.

Other Unlawful Discrimination/Harassment

These same guidelines also apply to unlawful discrimination or harassment based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Examples of such hostile environment discrimination or harassment include but are not limited to:

- Transfer, demotion or termination of employees on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Interference in or denial of opportunities for educational success on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Unwelcome, offensive, or demeaning comments, slurs, language, jokes or gestures related to or referring to an individual's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- The presence of books, magazines, pictures or other objects that may be reasonably construed as offensive or demeaning based on race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.
- Creating or contributing to an intimidating, hostile, or offensive working environment on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status.

Individuals who believe that they have been harassed or otherwise discriminated against in violation of this policy should follow the College's Discrimination/Harassment Complaint Procedure which

designates staff of the College to whom such occurrences may be reported so that they can be promptly and thoroughly considered, investigated and appropriately resolved.

Retaliation in any manner (i.e., coercion, intimidation, retributive acts) against any individual for making or filing in good faith a discrimination or harassment complaint, or for assisting or participating in the investigation of such a omplaint is illegal and will not be tolerated. Such retaliation will be treated like any other form of discrimination and the party found to have retaliated shall be subject to appropriate discipline, including dismissal.

Questions regarding this policy and its enforcement should be directed to Sharon Dovi, Affirmative Action Officer and Senior Title IX Coordinator, Office of Human Resources, Room 219, 607.844.8222, Ext. 4440, dovis@TC3.edu.

Discrimination and Harassment Procedures

An individual who believes that he or she has been subjected to discrimination, retaliation or harassment in violation of the College's Policy Against Discrimination and Harassment may, but is not required to, attempt to informally correct the situation by directly approaching the person responsible in order to resolve the problem. If this approach is not desired or if the individual feels uncomfortable following it, or if it is attempted and does not result in satisfaction, the incident should be reported promptly to one of the following intake specialists:

Sharon Dovi, Human Resources Administrator
Room 219, 844-8222, ext. 4440

Carolyn Boone, Coordinator of Access and Equity Services
Room 130, 844-8222, ext. 4283

Seth Thompson, Director of Multicultural Services
Room 187, 844-8222, ext. 4358

If the respondent* is a student, the matter will be referred to the Office of Residence Life and Judicial Affairs. The Discrimination/Harassment Complaint Procedure will be kept as confidential as possible. Information about the complaint and the complaint procedure will only be shared with those with a need to know.

*For purposes of this procedure complainant refers to the person making the complaint, the respondent is the person against whom the complaint is made. Days are calendar days.

Informal Complaint Procedure

Provides for intake specialists to (1) furnish information, (2) receive complaints, and (3) attempt to resolve

complaints in a mutually acceptable manner.

Results in a complete report, prepared by the intake specialist, at the completion of this step in the process.

Is designed to operate in an expeditious manner.

Complaint filing

To file a complaint, complainants will (1) contact an intake specialist as soon as possible following the incident and generally within 60 days following the last occurrence of the behavior that is the subject of the complaint, and (2) sign the completed Harassment/Discrimination Complaint Form.

Any member of the campus community may consult an intake specialist for advice, without obligation to file a written complaint. If the potential complainant declines to participate in the completion of the Discrimination/Harassment Complaint Form, the intake specialist may or may not proceed with the complaint process.

Informal Complaint processing

Within five days of the written complaint's receipt, the intake specialist must report the source and substance of the complaint to the Affirmative Action Officer and the respondent. The report should be placed in the Discrimination and Harassment file in the Office of Human Resources.

The intake specialist will have 14 days from the complaint's receipt to meet with the complainant, respondent, and other pertinent witnesses, and to conduct any such other or further investigation he/she deems required under certain circumstances. The intake specialist will attempt to achieve a fair and appropriate resolution of the complaint as expeditiously as possible. Under unusual circumstances, the intake specialist may take an extension of up to 14 days. Prior to completing the Informal Complaint Procedure, and upon the complainant's or respondent's request, or the intake specialist's initiative, if any of these parties believes no useful purpose is served by pursuing the Informal Complaint Procedure, the Formal Complaint Procedure may be initiated. In such situations, the intake specialist will omplete and submit his or her report as described in the Formal Complaint Process below.

Informal Complaint disposition

Within 14 days of the conclusion of the complaint processing period, the intake specialist must complete and submit a report on the status of the complaint.

If the complaint is resolved to the satisfaction of all pertinent parties, the intake specialist's report must specify this resolution in appropriate detail. The report also will include a written summary of the resolution, signed by all the pertinent parties (normally the complainant, respondent and Intake Specialist). Reports of resolved complaints will usually be brief. They are to be submitted to the complainant, respondent, and office of Human Resources, and only to such other campus-level office agreed to in the solution.

Complaints not resolved informally

If the complaint remains unresolved, the intake specialist's report must summarize the complainant's allegations, the respondent's replies, witness statements, problem-solving efforts and recommendations of the intake specialist. Such recommendations may include referral to the President for appropriate disciplinary actions or referral to the Formal Complaint Procedure. Reports of unresolved complaints will be submitted to the complainant, the respondent, the office of Human Resources, and the Discrimination and Harassment Policy Complaint Hearing Panel when referred to them.

Formal Complaint Procedure:

- Includes the filing of a formal complaint
- Involves the appointment of a hearing panel
- Calls for a formal investigation of all the elements of a complaint.
- Is based on findings of fact relevant to each element of a complaint.

Formal Complaint Initiation

If there is no mutually acceptable resolution of a complaint at the Informal Complaint Procedure, or upon the request of the complainant, respondent or intake specialist, the Formal Complaint Procedure will be initiated by filing the written complaint with the Affirmative Action Officer. The Affirmative Action Officer will coordinate the forming of a three-person hearing panel (Panel). The Panel will be composed of three trained members from the Discrimination and Harassment Policy Complaint Hearing Panel Pool (Pool). One member will be chosen by the complainant, one member will be chosen by the respondent and those two members will select a third member jointly. In the event that the selection of the three-person panel is not completed within 7 days after notification, the Affirmative Action Officer will complete the selection process.

Formal Complaint processing

The hearing panel will conduct a thorough fact-finding investigation, and will meet with both the complainant and the respondent, interview pertinent witnesses and review relevant and material evidence as necessary on each element of the complaint. The complaint investigation shall be completed within 30 days of the appointment of all three members of the hearing panel.

Formal Complaint disposition

The hearing panel will prepare a report at the conclusion of the investigation. A draft version of the hearing panel's findings of the fact portion of the report will be conveyed to the complainant and the respondent for comment before the final version of the report is completed. The hearing panel will seek comments, supported by evidence, to address factual inaccuracies and misunderstandings only.

All parties will have 7 days to comment.

The hearing panel's complete report must contain (1) the complainant's allegations, (2) the respondent's replies, (3) information provided by witnesses or documents including comments on the draft report, (4) a description of the investigation process, (5) the hearing panel's analysis of evidence and findings of fact on each element of the complaint and (6) any recommendation(s) the hearing panel may consider pertinent to the disposition of the complaint. If the Panel members did not reach consensus, differing views will be included in the report.

The hearing panel's findings of fact shall be based on the "preponderance of the evidence" standard. Individuals shall be considered innocent unless a "preponderance of the evidence" supports a finding of the misconduct. This "preponderance of the evidence" standard requires that the evidence supporting each finding is more convincing than the evidence offered in opposition to it.

If a preponderance of the evidence does not support the complaint, and if there is evidence that the complaint was filed without a reasonable basis in fact and honest belief, the hearing panel shall include that evidence in its report. Such conduct could constitute a violation of this nondiscrimination policy and shall be reported to the President for appropriate action, including possible disciplinary action.

The hearing panel's report will be submitted to the complainant, the respondent, Affirmative Action Officer, and placed in a separate file in the Office of Human Resources. The complainant and the respondent may respond in writing to the report; any such responses must be filed with the Affirmative Action Officer within 7 days of the date of the hearing panel's report. The Affirmative Action Officer will promptly forward the full report to the President. The President, in consultation with legal counsel and the Affirmative Action Officer, will make his or her decision as to the disposition of the case as soon as possible, but no later than 7 days of the date of the hearing panel's report. This decision will be in writing and will include an explanation of the decision. Copies of the decision will be sent to the complainant, the respondent, and the Office of the Provost.

Appeals

The College's Affirmative Action Officer will provide general information on the State and Federal guidelines and laws, as well as the names and addresses of various enforcement agencies.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Other Student Grievances

This process is intended to be used to address problems arising in the relationship between a student and a staff or faculty member that are not specifically governed by one of the other procedures and that involve a violation, misunderstanding or arbitrary, capricious or inequitable application of a regulation, policy or process of the College.

Unless it is inappropriate to do so, the student should first attempt an informal settlement with the employee of the College, Faculty Student Association or TC3 Foundation. If no mutually satisfactory informal settlement can be reached, the student should file a written statement of grievance with the appropriate dean:

Dean of Student Life for non-academic complaints

Dean of Instruction for academic complaints

The written statement should be delivered by email or hard copy to the appropriate dean within a reasonable time, generally within two (2) weeks of the complained about conduct (or two weeks into the next semester if the conduct occurred less than two weeks before the last day of a semester).

Following filing of the written complaint, the dean will conduct an independent investigation including interviewing all parties and any witnesses deemed relevant and material to the issues raised and shall make a final determination in the matter and notify all parties of the final decision, in writing, within two (2) weeks.

Either party shall have the further right to appeal the decision of the dean to the Provost. The appeal shall be in writing, setting forth the reasons the decision of the dean should not be carried out and specifically setting forth the grounds for such appeal. This request must be made within ten (10) days after receiving the written decision. Requirements for the appeal can be found in General Information Related To All Grievance And Conduct Violation Procedures on page 6.

The Provost shall make a final adjudication and determination in the matter and notify both parties and the appropriate dean of the final decision in writing within thirty (30) days. The dean will administer the decision of the Provost.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Weapons on Campus

Firearms and dangerous weapons of any type are not permitted on campus, including residence halls. Intentional use, possession, or sale of firearms or other dangerous weapons by anyone is strictly forbidden, and is a violation of state and federal law, as well as, a violation of the Non-Academic Code of Conduct. The college president may authorize in writing the possession of a weapon on campus for special or educational purposes.

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs

The United States Congress has enacted the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and The Board of Trustees of Tompkins Cortland Community College intends to comply with the requirements of that Act; and The Board of Trustees recognizes the dangers posed by the abuse of alcoholic beverages and illegal drugs and intends to abide by and strictly enforce all state and federal law governing possession, use, and sale of alcoholic beverages and illegal drugs including but not limiting to the Drug Free Workplace Act of 1989 and the Drug Free Schools and Community Act of 1989.

Therefore, the Board of Trustees adopts the following policy:

a. Students and employees are prohibited from possessing or using alcohol or illegal drugs on campus or during any college activity. An exception to the alcohol possession and use rule may be made by direction of the president or his designee in specific circumstances and designated campus areas.

b. The Dean of Student Life and Office of Public Safety shall develop appropriate materials to be distributed to all students and employees explaining state and federal laws on the use, possession, and sale of alcohol and illegal drugs on and off campus at college activities and prepare educational programs on alcohol or drug abuse.

c. Students who violate the state or federal law or the college alcohol or drug policy on campus or at college activities off campus are subject to prosecution by local state and federal officials and are subject to discipline under the Student Code of Conduct. Moreover, where appropriate, students will be informed of opportunities for counseling.

d. Employees who violate state or federal law or the college alcohol and drug policy while on campus or at college activities off campus are subject to prosecution by local, state, or federal officials and are subject to discipline under collective bargaining agreements, campus policies and where appropriate, reference to counseling.

e. All employees directly engaged in performance of work pursuant to the provision federal grant or federal contract in excess of $25,000 and students who are Pell recipients must notify the college within five days of any criminal drug statute conviction for a violation occurring on or off college premises while conducting college business or activities. The college shall, within ten days after receiving such notice, inform the federal agency providing the grant of such conviction within 30 days following the notification of the conviction, appropriate disciplinary action shall be taken against such employees or students. Employees or students may be required at their own expense to participate satisfactorily in a substance abuse assistance or rehabilitation program.

The Board authorizes the administration to develop appropriate procedures and guidelines for the consumption of alcoholic beverages at approved College events.

Our Stories

Janelle Boyd
Her vision of success
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Hazing Prevention

Tompkins Cortland Community College prohibits all students, staff, faculty, visitors, licensees, and other guests from engaging in any action or situation that recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Where there is probable cause to believe the above regulation has been violated, the College will pursue strong disciplinary action through its own channels. This discipline includes the possibility of suspension, expulsion, or other appropriate disciplinary action, and in the case of an organization authorizing such conduct, rescission of permission for that organization to operate on College property. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject. An individual charged with a criminal violation or crime under state, federal, or local law related to conduct prohibited above will be subject to the college disciplinary procedures, whether or not criminal prosecution is pending.

This rule shall be deemed to be part of the by-laws of all organizations operating on the TC3 campus or affiliated with TC3. Each such organization shall annually file a copy of current by-laws for review by the Dean of Student Life or his or her designee.

Our Stories

Linda Pasto
Partners in possibility
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Bias Crimes Prevention

Hate Crimes and the Law

Tompkins Cortland Community College is committed to protecting all members of the TC3 community by preventing and prosecuting bias or hate crimes occurring within the College's jurisdiction. Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual or group based on perceived or actual characteristics, such as race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, genetic predisposition or carrier status, disability, or any other protected status. Hate/bias crimes have received renewed attention in recent years, particularly since the passage of the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485). Copies of the New York law are available from the Office of Public Safety/Campus Police.

Penalties

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence, or previous convictions of the offender. Perpetrators who are students also will be subject to campus disciplinary procedures where sanctions, including dismissal, are possible.

Bias related activities

In addition to preventing and prosecuting hate/bias crimes, the Office of Public Safety/Campus Police also helps address bias-related activities that do not rise to the level of a crime. These activities, referred to as bias incidents and defined by the College as acts of bigotry, harassment, or intimidation directed at a member or group within the TC3 community based on national origin, ethnicity, race, age, religion, sex, sexual orientation, disability, veteran status, color, creed, martial status, or other protected status, may be addressed through the College's discrimination/ harassment complaint procedure.

Bias/hate incident reporting

If you are a victim of, or witness to, a hate/bias crime on campus, report it to one of the following:

- Office of Public Safety/Campus Police, Room 118, 844.6511
- Carolyn Boone, coordinator of Access and Equity Services, Baker Center for Learning, 844.8222, Ext. 4283
- Sharon Dovi, affirmative action officer, Room 219, 844.8222, Ext. 4251
- Seth Thompson, director of Multicultural Services, Room 230, 844.8222, Ext. 4358

TC3 law enforcement and local police officers will investigate and follow the appropriate adjudication procedures. Counseling and support services for victims are available from the Office of Counseling, Career, and Transfer Services.

More information about bias-related and bias crimes, including up-to-date statistics on bias crimes, is available from J. Beau Saul, Director of the Office of Public Safety/Campus police, Room 118, 607.844.6511.

Educational Programs

Educational programs to promote awareness of bias-related crime prevention measures are presented to the campus community at orientation and throughout the year by the Office of Counseling,

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Career, Transfer Services.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention

Tompkins Cortland Community College has programs in place to protect all members of the TC3 community from sexual assault, stalking and domestic and intimate partner violence, including programs for prevention and prosecution of these crimes.

New York state law contains the following legal provisions defining the crimes related to stalking:

Section 120.45/.50/.55/.60 - Stalking
This series of offenses occurs when a person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct will cause fear of harm or actual harm to the person or his or her employment, business or career. The level of this offense is enhanced by prior offenses, use of a weapon, level of injury or potential injury, and age of the victim. The penalties for violation of these sections range from imprisonment for a period not to exceed six months up to imprisonment for a period not to exceed seven years.

New York state law contains the following legal provisions defining the crimes related to sexual assault:

Section 130.20 - Sexual Misconduct
This offense includes sexual intercourse without consent and deviate sexual intercourse without consent. The penalty for violation of this section includes imprisonment for a definite period to be fixed by the court up to one year.

Section 130.25/.30/.35 - Rape
This series of offenses includes sexual intercourse with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes sexual intercourse with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.40/.45/.50 - Criminal Sexual Act
This series of offenses includes oral or anal sexual conduct with a person incapable of consent because of the use of forcible compulsion or because the person is incapable of consent due to a mental defect, mental incapacity, or physical helplessness. This series of offenses further includes oral or anal sexual conduct with a person under the age of consent. The penalties for violation of these sections range from imprisonment for a period not to exceed four years up to imprisonment for a period not to exceed 25 years.

Section 130.52 - Forcible Touching
This offense involves the forcible touching of the sexual or other intimate parts of another person for the purpose of degrading or abusing such person, or for the purpose of gratifying the actor's sexual desire. Forcible touching includes the squeezing, grabbing, or pinching of such other person's sexual or other intimate parts. The penalty for violation of this section includes imprisonment for a period of up to one year in jail.

Section 130.55/.60/.65 - Sexual Abuse
This series of offenses includes sexual contact with a person by forcible compulsion, or with a person who is incapable of consent due to physical helplessness, or due to the person being under the age of

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

consent. The penalties for violation of these sections range from imprisonment for a period not to exceed three months up to imprisonment for a period not to exceed seven years.

Section 130.65-a/.66/.67/.70 - Aggravated Sexual Abuse
This series of offenses occurs when a person inserts a finger or a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the other person is under the age of consent. The level of this offense is enhanced if the insertion of a finger or foreign object causes injury to the other person. The penalties for violation of these sections range from imprisonment for a period not to exceed seven years up to imprisonment for a period not to exceed 25 years.

In addition to imprisonment and other authorized dispositions, persons convicted of the above crimes may be required to register with the New York State Sex Offender Registry.

Domestic or Intimate Partner Violence is any abuse (physical, emotional, verbal, or sexual) that is committed against another person who is, or was, a member of the same family or household with the abuser. Members of the "same family or household" include persons currently or formerly related by birth, adoption or marriage, persons who have had a child together and persons involved in an intimate relationship (whether or not a sexual relationship and whether or not they lived together).

Sections of the New York State Penal Law that relate to domestic or intimate partner violence include the above sections related to sexual crimes and stalking, as well as, but not limited to, sections related to

- Disorderly Conduct
- Harassment
- Menacing
- Reckless Endangerment
- Criminal Obstruction of Breathing or Blood Circulation
- Strangulation
- Assault
- Any other offense that constitutes a crime against the person

Penalties for the above crimes can include imprisonment for periods ranging from 6 months to 25 years. Criminal and civil court actions may also result in Orders of Protection and other sanctions.

IF ANY COURT HAS ISSUED YOU AN ORDER OF PROTECTION AGAINST ANY PERSON, PROVIDE A COPY TO THE OFFICE OF PUBLIC SAFETY/CAMPUS POLICE (ROOM 118). LET THEM HELP YOU REMAIN SAFE ON CAMPUS.

If you are a victim of one of these crimes

Get to a safe place as soon as you can; try to preserve all physical evidence; do not bathe, douche, or change your clothes; contact Office of Public Safety immediately by calling 911 or Ext. 6511 from any campus phone or 844.6511 from any phone. Remember, assaults – sexual or otherwise – are crimes. They are not the victim's fault.

Victims have the right to pursue adjudication of crimes occurring on the TC3 campus through criminal courts and/or through the college's internal disciplinary process (under the Student Code of Conduct). TC3 peace officers and security officers and counselors in the Office of Counseling, Career, and Transfer Services are trained to assist with prosecution in both systems.

Disciplinary Action
Where there is probable cause to believe the College's regulations prohibiting sexual assault, domestic/intimate partenr violence or stalking have been violated, the College will pursue strong disciplinary action through its own channels, whether or not prosecution under New York state criminal statutes is pending. This discipline includes the possibility of suspension or dismissal from the College.

Protection of the victim
The College will make every effort to be responsive and sensitive to the victims of these serious crimes. Protection of the victim and

prevention of continued trauma is the college's priority. Assistance for any other personal or academic concerns will be reviewed and options provided.

When the victim and the accused both live in campus housing, an immediate hearing with the Director of Residence Life and Judicial Affairs will be held to determine the need for modifying the living arrangements.

Victim's Rights

The right to have a person or persons of the victim's choice accompany the victim throughout the disciplinary hearing.

The right to remain present during the entire proceeding.

As established in state criminal codes, the right to be assured that his/her irrelevant past sexual history will not be discussed during the hearing.

The right to make a "victim impact statement" and to suggest an appropriate penalty if the accused is found in violation of the code.

The right to be informed immediately of the outcome of the hearing as allowed by law.
During the disciplinary process, the rights of the "accused" are as described under the student Non-Academic Codebof Conduct.

Information and Support

If you are the victim of sexual assault, domestic/intimate partner violence or stalking, you may seek support services as well as the assistance described above from the Office of Counseling, Career, and Transfer Services, Room 216, 844.8222, Ext 4260, and from community resources available by calling the crisis hotline at 607.277.5000.

Educational Programs

Educational programs to promote awareness of and prevention of rape, acquaintance rape, and sex offenses are presented to the campus community at orientation and throughout the year by the Office of Counseling, Career, and Transfer Services, as well as the Office of Residence Life.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Family Educational Rights and Privacy Act (FERPA)
- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Live chat is available during normal business hours.

Stay connected with TC3 on social media sites. We are on Facebook, Twitter and YouTube.

Non-Academic Policies and Regulations

Maintenance of Order Policy

An academic institution cannot function properly in its search for knowledge and truth in an atmosphere which is not open. A college must continue to function if the search is to be meaningful. Any demonstration or dissent that interferes with the operation of this college thereby interferes with the freedom of expression and inquiry and is a threat to the academic community. Such interference will be considered a matter of serious concern to be dealt with internally unless external intervention is required to preserve public order.

A disruptive activity is one which interferes with the educational function of this institution. Any activity which jeopardizes lives or property is considered disruptive.

In the event of a disruptive activity, the college will attempt to resolve the matter internally utilizing procedure already developed. These procedures insure the right of due process. It is impossible to resolve disruptive situations unless members of the academic community comply with the reasonable request of an appropriate administrative officer to cease the disruption. Administrative officers will attempt to resolve disruptive situations in the following manner.

An administrative officer of the college will discuss the disruption and the issues involved with the participants and encourage them to cease the disruption and to resolve the issues utilizing existing procedures.

Upon failure to cease the disruption, the administrative officer will indicate that failure to respond to his request will be considered an offense to be dealt with utilizing normal procedures. Specifically, failure to respond could result in disciplinary action up to and including suspension and dismissal.

Continued failure to cease disruption may require a request for off-campus assistance. Such assistance may include the use of an injunction or the calling in of civil authorities to eject all violators from the campus. Those involved will be subject to civil and criminal penalties.

The above policy is related to all members of the academic community (administration, faculty, staff, and students) and official guests and visitors of the institution. Participants who are not members of the academic community will be dealt with by off-campus authority.

The practice commonly known as “hazing” will not be permitted on the Tompkins Cortland Community College campus and no recognized student organization may practice an initiation rite or require it as a condition for membership or affiliation. Specifically, the college will not tolerate recklessness or intentional acts which potentially endanger the health, well-being, and lives of individuals. Individuals may not be harassed, humiliated, or abused and may not be forced to consume liquor or drugs for the purpose of initiation into or affiliation with an organization.

The charter of all recognized student organizations shall contain a statement prohibiting hazing and all new students shall be made aware of the college position relative to hazing. Individuals or organizations involved in hazing practices shall be subject to college disciplinary procedures, as well as to applicable local, state, or federal laws.

The Board of Trustees of Tompkins Cortland Community College requires the president of the college, or his delegate,

Our Stories

Marc Harrison
Inspiration at any age
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

to enforce these regulations.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Accounting > Accounting Certificate

Gainful Employment

Accounting

Certificate: Accounting

Program length:2 semesters

Related occupations
Bookkeeping, Accounting, & Auditing Clerks (SOC code 43-3031.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Biotechnology

Certificate: Biotechnology

Program length:3 semesters

Related occupations
Molecular & Cellular Biologists (SOC code 19-1029.02)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Ashlee Seals
A true woman of excellence
Full story

TC3 Global
TC3 Students HELPING across hemispheres

News & Announcements
- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Business Administration

Certificate: Business Management

Program length:3 semesters

Related occupations
General & Operations Managers (SOC code 11-1021.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Chemical Dependency Counseling > Chemical Dependency Counseling Certificate

Gainful Employment

Chemical Dependency Counseling

Certificate: Chemical Dependency Counseling

Program length:2 semesters

Related occupations
Substance Abuse & Behavioral Disorder Counselors (SOC code 21-1011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Holly McBean
Making her dream possible
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Construction and Environmental Technology > Construction and Environmental Technology Certificate

Gainful Employment

Construction and Environmental Technology

Certificate: Contruction and Environmental Technology

Program length:2 semesters

Related occupations
First-Line Supervisors of Construction & Extraction Workers (SOC code 47-1011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Jasmine Fields
An international education
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Dryden Mutual
Mutual benefit
Full story

See the world.
Explore TC3 Study Abroad.

News & Announcements
- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates
- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Criminal Justice > Criminal Justice Certificate

Gainful Employment

Criminal Justice

Certificate: Criminal Justice

Program length:2 semesters

Related occupations
First-Line Supervisors of Police & Detectives (SOC code 33-1012.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Derik Rich
A place to find yourself
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Electrical Engineering Technology > Electrical Engineering Technology Certificate

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600

Our Stories

Ashlee Seals
A true woman of excellence
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Room - newer buildings: $3,745

Board - minimum meal plan: $900

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600

Our Stories

Carrie Burlingame-Powers
Making college work for her
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Room - newer buildings: $3,745

Board - minimum meal plan: $900

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600

Our Stories

Sam Trotman
Going 'everywhere'
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

Room - newer buildings: $3,745

Board - minimum meal plan: $900

Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Gainful Employment

Human Services

Certificate: Human Services

Program length:2 semesters

Related occupations
Community & Social Service Specialists, All Other (SOC code 21-1099.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Northeast Pediatrics
Our alums are everywhere
Full story

DR. LUCILLE S. BAKER COMMONS
Visit the Baker Commons for library, tutoring, disability services and technical support.

News & Announcements
- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Liberal Arts and Sciences – General Studies > Liberal Arts and Sciences – General Studies Certificate

Gainful Employment

Liberal Arts and Sciences – General Studies

Certificate: Liberal Arts and Sciences – General Studies

Program length:3 semesters

Related occupations
No Match

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Ben Currens
More than you might expect
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Office Management and Administration > Executive Office Assistant Certificate

Gainful Employment

Office Management and Administration

Certificate: Executive Office Assistant

Program length:2 semesters

Related occupations
Executive Secretaries & Executive Administrative Assistants (SOC code 43-6011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Degrees & Certificates > Paralegal > Paralegal Studies Certificate

Gainful Employment

Paralegal

Certificate: Paralegal Studies

Program length:3 semesters

Related occupations
Paralegal & Legal Assistants (SOC code 23-2011.00)

Program costs per semester
Costs are based on New York state residency for 2012-2013

Tuition: $2,075
Fees: $430
Books and supplies: $600
Room - newer buildings: $3,745
Board - minimum meal plan: $900
Total: $7,750

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Julianna Johnson
A life-changing education
Full story

News & Announcements

Experience International Sound: Classic Indian Music

Student Writing Showcase

Upcoming Transfer Events

TC3 Seeks Nominations for Alumni Awards

Form 1098-T Information for Taxes

Registration Day

Handkerchief Project

Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2012-13 (Archive)

Tompkins Cortland Community College TC3

Admissions Office

Regular Hours

Monday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Tuesday, 8:30 a.m.–**6 p.m.**
Thursday, 9 a.m.–4 p.m.

Phone: 607.844.6580

607.844.6580
admissions@TC3.edu

Our Stories

Health Services
A healthy campus
Full story

News & Announcements

- Experience International Sound: Classic Indian Music
- Student Writing Showcase
- Upcoming Transfer Events
- TC3 Seeks Nominations for Alumni Awards
- Form 1098-T Information for Taxes
- Registration Day
- Handkerchief Project
- Fall 2013 Campus Housing Taking Applications

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

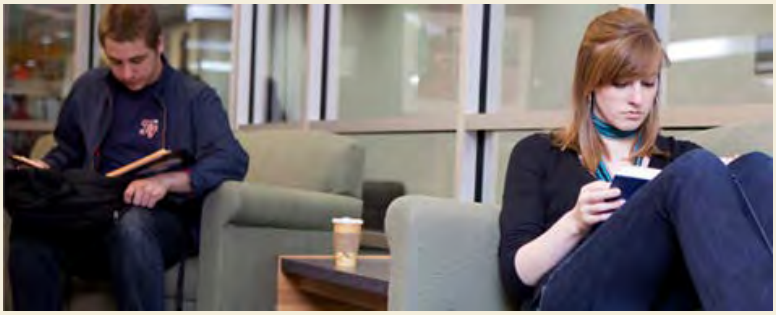
Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

DEAA
Digital Education Achievement Award
2011 HONORABLE MENTION

The TC3 Catalog



The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

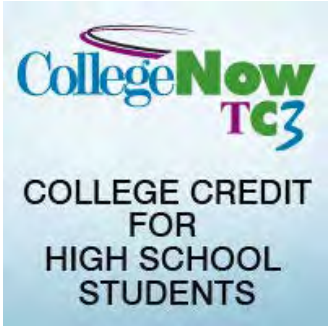
The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

Donna Ryan
From TC3 to Duke University
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

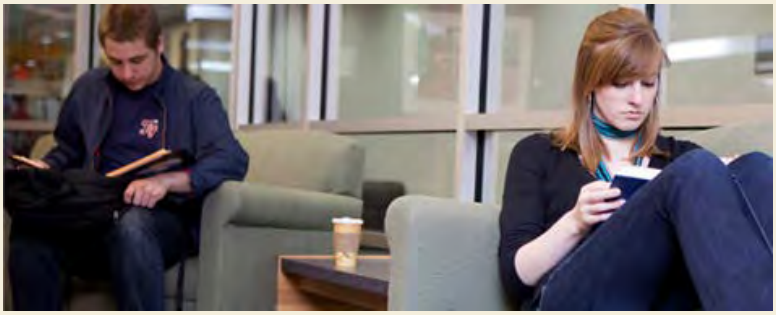
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

DEAA
Digital Education Achievement Award
2011 HONORABLE MENTION

The TC3 Catalog Archive

Academic Year 2011-2012



The TC3 Catalog includes information about the College's academic offerings and other information essential for future and continuing students.

Academic Degrees & Certificates

Search all of Tompkins Cortland Community College's degree and certificate programs. Also, select a path in the "**program requirements**" section of each program and view the four-semester plan. You can view all available course offerings for a discipline, and go as far as viewing available sections in the TC3 course schedule through the program requirements page.

For a quick search of available sections, targeted by discipline, you can also use the "course search" selection.

Also explore transfer options, career opportunities, and faculty information on program pages.

Important Information for Future and Current Students

The TC3 Catalog also contains information essential for prospective and continuing students.

The academic calendar features important College dates. Student services includes information ranging from admissions to life on campus. Policies and procedures provides detailed information about academic and campus guidelines for prospective and current students. Search our faculty pages to learn more about the exceptional people who make the TC3 community vibrant and successful.

Higher Education Digital Application, Honorable Mention

Project category. Online College Catalog

Our Stories

In Shik Lee
A future that works
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

All Degree Programs and Certificates

Accounting
A.S. Degree, A.A.S. Degree, Certificate

Biotechnology
A.S. Degree, Certificate

Broadcast Production
A.A.S. Degree

Business Administration
A.S. Degree, A.A.S. Degree, Certificate

Chemical Dependency Counseling
A.A.S. Degree, Certificate

Communication and Media Arts
A.S. Degree

Computer Forensics
A.A.S. Degree

Computer Information Systems
A.A.S. Degree

Computer Science
A.S. Degree

Computer Support Specialist
A.A.S. Degree

Construction and Environmental Technology
A.A.S. Degree, Certificate

Creative Writing
A.A. Degree, Certificate

Criminal Justice
A.S. Degree, A.A.S. Degree, Certificate

Early Childhood
A.A.S. Degree

Electrical Engineering Technology
A.A.S. Degree, Certificate

Engineering Science
A.S. Degree

Environmental Studies
A.S. Degree

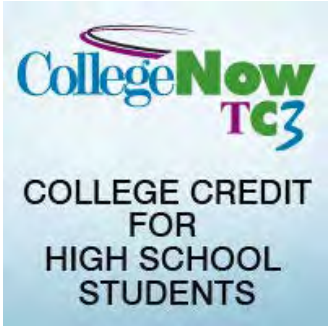
Entrepreneurship
A.A.S. Degree

Graphic Design
A.S. Degree

Hotel and Restaurant Management
A.A.S. Degree

Our Stories

Rosanna Perez
Opening her mind
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Human Services
A.A.S. Degree, Certificate

International Business
A.S. Degree

Liberal Arts and Sciences – Teacher Education Transfer
A.S. Degree

Liberal Arts and Sciences – General Studies
A.S. Degree, Certificate

Liberal Arts and Sciences – Humanities
A.A. Degree

Liberal Arts and Sciences – Math/Science
A.S. Degree

Liberal Arts and Sciences – Social Science
A.S. Degree

Liberal Arts and Sciences – Women & Gender Studies
A.S. Degree

New Media
A.S. Degree

Nursing
A.A.S. Degree

Office Management and Administration
A.A.S. Degree, Certificate

Outdoor Recreation
A.S. Degree

Paralegal
A.A.S. Degree or Certificate

Photography, Digital and Fine Arts Emphasis
A.S. Degree

Recreation Leadership
A.S. Degree

Sport Management
A.S. Degree

Web Design
A.A.S. Degree

Wine Marketing
A.A.S. Degree

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Is it Right for You?

Benefits

Myths

Taking an Online Course

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Online Learning

Learning online doesn't mean you have to sacrifice quality for convenience while you earn your degree. All of our online degree programs and courses are fully accredited the same as our traditional classroom courses and programs. Also, many of the classes required to complete other degree programs are offered online, allowing students to tailor their schedule to their specific needs.

You can access your TC3 online course using any Internet connection, anytime, anywhere.

What do you think about online courses?

Take two minutes and provide us your feedback on TC3's online offerings.

Take the survey

Degrees Offered Fully Online

These TC3 degree programs can be completed fully online:

Business Administration, A.A.S
Hotel Restaurant Management, A.A.S.
Paralegal Studies, A.A.S.

Certificates Offered Fully Online

These TC3 certificates can be completed fully online:

Chemical Dependency Counseling
Paralegal Studies

Online Courses

Use the Course Search page to search for online courses by semester and discipline. Or view all online courses to browse the entire list of offerings.

For more information about taking online courses,
Email OnlineLearning@TC3.edu or call 607.844.6580, ext. 4399

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Course Search

Course Search

Search of available sections, targeted by discipline to get a flavor for the College's offerings or begin planning your semester schedule.

Semester	Year	Campus	Filter
Spring	2011	Dryden	Evening
Summer	2012	Ithaca	Daytime
Fall		Cortland	Choose one
Winter		Online	

Disciplines

ACAD	ACCT	ANTH	ART	ASTR
BIOL	BIOT	BUAD	CAPS	CDS
CFOR	CHEM	CHIN	CIS	COMM
CONT	CRJU	CSCI	CSS	DRAF
ECHD	ECON	EDUC	ELEC	EMT
ENGL	ENSC	ENVS	ESL	FITN
FREN	FSS	GEOG	GERM	HLTH
HRMG	HSTY	HUMN	HUMS	IED
IRM	ITAL	MATH	METR	MUSI
NURS	OFFC	PARA	PARC	PHIL
PHSC	POSC	PSED	PSYC	RDNG
RECR	RUSN	SOCE	SOCI	SPAN
SPMT	WD	WGST	WINE	

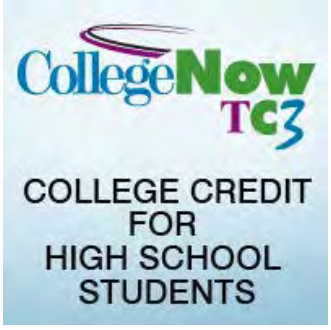
Search

Guide to disciplines

Note: The Evening filter selects only classes that start at 6 p.m. or later, while the Daytime filter selects for classes that end by 5:30 p.m.

Our Stories

James Jacob
Family DNA Portraits
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Register for classes

Only students enrolled in a degree or certificate program can register for classes using the online registration process through myTC3. Students must also have a minimum 2.0 GPA and not be on the College STOP list.

Student who are not enrolled or are members of the general public can search the course schedule, but cannot register online.

Advisement is an important part of academic success. Remember to meet with your advisor before registration day to go over your course selections and requirements.

Walk-In/Mail-In/Fax-In Registration

Print and Fax Copy of Our Registration Form.
Print a copy of the Student Schedule Worksheet.

Main Campus, Dryden

Enrollment Services Center (Room 215)
170 North Street, Dryden, NY
607.844.6580
Fax: 607.844.6541 or 607.756.7562

Regular Hours
Monday, 9 a.m.–6:30 p.m.
Thursday, 9 a.m.–4 p.m.
Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
1.607.844.6580

Nancy S. Lieberman Extension Center in Ithaca

118 North Tioga Street
Ithaca, NY
607.272.3025

Fall and Spring Semesters
Monday–Thursday, 8:30 a.m.–8 p.m.
Friday, 8:30 a.m.–4 p.m.
Saturday and Sunday, Closed
1.607.272.3025

Note
There will be no access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit through the front doors.

Cortland Extension Center

157 Main Street
Cortland, NY
607.756.5275

Fall and Spring Semester
Monday 8 a.m.–12:30 p.m.; 12:45 p.m.–8 p.m.
Tuesday–Thursday 8 a.m.–8 p.m.
Friday, 8:30 a.m.–3:30 p.m.
Saturday and Sunday, Closed
1.607.756.5275

Note
There will be no building access after 8 p.m. on any night as the building is locked at 8 p.m. Classes that end after 8 p.m. will be able to exit normally.

Register Online

Our Stories

Health Services
A healthy campus
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

You can register online if you meet certain criteria and are authorized by your advisor.

- Log in or create an account on myInfo, which is part of myTC3
- Select TC3 online registration
- Follow the directions provided

If you have questions or problems, review the course search and registration help online or contact the Enrollment Services Center by Email or by phone (607.844.6580).

Assessment / Prerequisites

All students who do not meet established basic skills guidelines must take placement tests in appropriate areas before taking ENGL 101, Academic Writing, a MATH course or other courses that require extensive reading or writing. Students wishing to take a course with a "Prerequisite" must show proof of successful completion of the prerequisite course in order to register.

Success in Online Learning

In order to be successful with online learning, you should possess the following basic skills:

- Basic skills with computers and the Internet
- Strong skills in reading and comprehension
- Strong college writing skills
- Motivation and self-discipline
- Easy and frequent access to a computer with word processing and an internet connection

If you are unsure as to whether or not you meet these needs, speak with your advisor or contact the Enrollment Services Center via Email or call 607.844.6580.

Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

Auditing a Course

Auditing a course means that you attend class but do not take exams or receive credit. You may register to audit any credit course using the same registration procedures. Regular tuition and fees are charged for audit status. People age 60 and over may audit credit courses tuition free (fees may apply) if there is space available after the regular registration period.

Email the Enrollment Services Center

607.844.6580
Email the Enrollment Services Center.

Registration Day

Each fall and spring semester a registration day is held for currently enrolled students to register for the following semester. There are no classes on this day and faculty and staff are dedicated to assisting students with their course registration for the next semester. Check the academic calendar for exact dates. Registration day is the first opportunity for students to enroll in courses for the upcoming semester. After that day, registration is open to both currently enrolled and new students until the start of classes.

Students should meet with their advisors prior to registration day to make their plans for the upcoming semester. Currently enrolled students are encouraged to register for classes on registration day or shortly thereafter to obtain the best possible schedule of courses. If schedule changes are necessary later on, it is fairly easy to add and drop courses before classes begin.

Prerequisites

Students must complete course prerequisites prior to the start of classes. At the time of advance registration they may preregister for the course as long as they are currently enrolled in the prerequisite. If a student does not successfully complete the prerequisite for a course that they registered for in advance, they will be removed from the course. Students must obtain instructor permission to register for any course for which they do not have the prerequisite.

Schedule Changes (Add / Drop / Withdraw)

If you wish to change your schedule by adding, dropping, or withdrawing from a course, complete a change of schedule form and go to the Enrollment Services Center for processing. If you are a continuing student authorized by your advisor to register online, you may change your schedule using my.TC3.edu prior to the start of classes. TC3 offers courses in a variety of academic sessions with different start and end dates. Refer to the Academic Calendar for dates.

Adding Courses

Generally, once a course has met, instructor permission will be required in addition to an advisor's approval to enroll in that course during the "add" period specified for each academic session. Once the "add" deadline has passed, students will require the dean of instruction's signature in addition to their advisor and instructor's signature to enroll in a course.

Dropping / Withdrawing Courses

You may drop courses with your advisor's approval through the end of the "drop" period specified for each academic session. After the "drop" deadline has passed, a grade of "W" will be assigned until the withdrawal deadline. Remember that dropping or withdrawing from courses can affect your financial aid. Make an appointment with a financial aid counselor to discuss the potential effect on your current financial aid award.

Course Cancellation

The College reserves the right to cancel any courses because of insufficient enrollment, instructor availability, or other circumstances. To find out if any course has been canceled, check my.TC3.edu. If your course is canceled, you will receive a full refund unless you sign up for another course. Contact the Enrollment Services Center or use my.TC3.edu to select another course.

Course Load

Fall and Spring: The average course load for a full-time matriculated student is 14-16 credit hours per semester. The minimum full-time load is 12 credit hours. The maximum load is 18 credit hours. Except where required by the academic program, students wishing to register for 19 or more credit hours must have the approval of the dean of instruction.
Summer: Students may take up to four courses (12-16 credits) during the summer semester. Students may only take two courses per summer session. Exceptions to this policy must be approved by the dean of instruction.

Cross Registration

To provide more flexibility in the choice of courses toward the associate degree, the College has arranged a cross-registration program with SUNY Cortland. Full-time, matriculated students in good standing may take one course at SUNY Cortland. There is no extra tuition charge involved. Courses taken at SUNY Cortland must be applicable to the student's degree program and not offered at TC3 at any time. Students at Cortland may cross-register for one course at TC3 as well.

Grades earned in such courses will not appear on the TC3 transcript, nor will they count toward a student's GPA at TC3. Students are responsible for having official transcripts sent to TC3 after they have completed the semester. Contact an enrollment services specialist at 607.844.6580 for registration information.

Auditing

Audit status must be declared at the time of registration. Students who audit courses must pay regular tuition. The notation of "X" will be made on the student's academic record for an audited course. A change from audit to credit status must be made within the add/drop period – within three weeks of the start of regular 15-week courses.

Alumni Association Auditors: If you are a member of the Tompkins Cortland Community College Alumni Association you may audit, free of charge, one course per year. The course must have space available after regular registration. Call the Office of Alumni/ Development, 607.844.8222, Ext. 4366 for information.

Senior Citizen Auditors: If you are age 60 or older, you may audit, free of charge, any credit course that has space available the last day before classes begin. Call the Enrollment Services Center, 607.844.6580 for information on how to register.

Leave of Absence

Maintaining Matriculation: A matriculated student who does not enroll for the next consecutive fall or spring semester will not be required to reapply for admission. An absence of more than a single semester will require application for readmission and cause the student to be subject to new degree requirements. Students who are academically suspended or otherwise dismissed from the College will not maintain their matriculation.

Leave of Absence Policy: Students needing a documented leave of absence must petition the registrar for such a leave. A leave of absence may be granted only in extenuating circumstances, such as illness or other unusual personal hardship and requires detailed documentation. A leave of absence may not exceed two consecutive semesters (not including the semester in which the leave is granted or summers). Students granted a leave of absence before the end of a semester shall receive a grade of W, WP, or WF according to the current withdrawal policy. In addition, a notation will be placed on the transcript indicating that the student has been granted a leave of absence.

Permission to Attend Another Institution

Students wishing to take a course at another institution should request approval from the College Registrar prior to enrolling in the course. Receiving prior permission to attend the other institution guarantees that the course will be accepted at TC3 if the student receives a C (2.0) or better grade in the course. In order to be eligible, a student must be matriculated, have a cumulative GPA of at least a 2.0, and be in good academic standing. Only course work that applies towards the student's degree program at TC3 will be approved. Contact the Academic Records Office for further information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Recent Transfer Opportunities

Wondering what other students have done in the past? Below each college or university is a list of some of TC3 program areas that students have completed before transferring to that school.

Regions

New York State
Out of State

Graduate Profile

TC3 graduate employment and transfer profile

New York Opportunities

Alfred State

Electrical Engineering Technology
New Media

Alfred University

Liberal Arts and Sciences – General Studies
New Media

Arnot-Ogden Medical Center, School of Radiologic Technology

Liberal Arts and Sciences – General Studies

Binghamton University

Accounting
Business Administration
Chemical Dependency Counseling
Computer Information Systems
Computer Science
Creative Writing
Criminal Justice
Engineering Science
Environmental Studies
Graphic Design
Human Services
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Nursing
Paralegal
Sport Management

Buffalo State College

Biotechnology
Broadcast Production
Engineering Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography, Digital and Fine Arts Emphasis

Canisius College

Liberal Arts and Sciences – General Studies

Cazenovia College

Criminal Justice
Liberal Arts and Sciences – General Studies

Clarkson University

Engineering Science

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

College of St. Rose
- Graphic Design

Columbia University
- Liberal Arts and Sciences – Math/Science

Cornell University
- Biotechnology
- Business Administration
- Chemical Dependency Counseling
- Computer Science
- Creative Writing
- Engineering Science
- Environmental Studies
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Humanities
- Liberal Arts and Sciences – Math/Science
- Liberal Arts and Sciences – Social Science
- Liberal Arts and Sciences – Women & Gender Studies
- New Media
- Paralegal
- Photography, Digital and Fine Arts Emphasis

CUNY Brooklyn College

Elmira College
- Human Services
- Nursing

Empire State College
- Accounting
- Business Administration
- Chemical Dependency Counseling
- Human Services
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Social Science
- Paralegal

Fashion Institute of Technology
- Graphic Design

Hilbert College
- Criminal Justice
- Paralegal

Hobart and William Smith Colleges
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Math/Science

Hunter College, City University of New York
- Human Services

Ithaca College
- Accounting
- Broadcast Production
- Business Administration
- Chemical Dependency Counseling
- Communication and Media Arts
- Computer Information Systems
- Computer Science
- Creative Writing
- Early Childhood
- Environmental Studies
- Graphic Design
- Human Services
- International Business
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Math/Science

Liberal Arts and Sciences – Social Science
Outdoor Recreation
Photography, Digital and Fine Arts Emphasis
Recreation Leadership
Sport Management

John Jay College of Criminal Justice
Criminal Justice

Keuka College
Early Childhood
Human Services

New York University
Creative Writing

Pratt Institute
Graphic Design

Roberts Wesleyan College
Early Childhood

Rochester Institute of Technology
Biotechnology
Business Administration
Computer Information Systems
Computer Science
Construction and Environmental Technology
Electrical Engineering Technology
Engineering Science
Graphic Design
Liberal Arts and Sciences – Math/Science
New Media
Photography, Digital and Fine Arts Emphasis
Web Design

St. John's University
Liberal Arts and Sciences – Social Science

St. John Fisher College
Sport Management

Stony Brook University
Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Brockport
Chemical Dependency Counseling
Computer Science
Creative Writing
Criminal Justice
Liberal Arts and Sciences – Women & Gender Studies
Paralegal
Recreation Leadership
Sport Management

SUNY College at Cobleskill
Biotechnology

SUNY College at Canton
Liberal Arts and Sciences – General Studies

SUNY College at Cortland
Accounting
Broadcast Production
Business Administration
Chemical Dependency Counseling
Communication and Media Arts
Computer Science
Creative Writing
Criminal Justice

Early Childhood
Environmental Studies
Graphic Design
Human Services
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
New Media
Outdoor Recreation
Paralegal
Photography, Digital and Fine Arts Emphasis
Recreation Leadership
Sport Management

SUNY College of Environmental Science and Forestry
Biotechnology
Construction and Environmental Technology
Engineering Science
Environmental Studies
Liberal Arts and Sciences – Math/Science

SUNY College at Fredonia
Broadcast Production
Business Administration
Communication and Media Arts
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
New Media

SUNY College at Geneseo
Communication and Media Arts
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Math/Science
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies

SUNY College at Oneonta
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science

SUNY College at Oswego
Broadcast Production
Business Administration
Communication and Media Arts
Criminal Justice
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Social Science
Liberal Arts and Sciences – Women & Gender Studies
Photography, Digital and Fine Arts Emphasis

SUNY College at Plattsburgh
Broadcast Production
Chemical Dependency Counseling
International Business
Liberal Arts and Sciences – General Studies
Liberal Arts and Sciences – Humanities
Liberal Arts and Sciences – Women & Gender Studies
Recreation Leadership

SUNY College at Potsdam
Computer Science

SUNY College at Purchase
- Broadcast Production
- Creative Writing
- Liberal Arts and Sciences – Women & Gender Studies

SUNY Delhi
- Business Administration
- Nursing

SUNY Institute of Technology
- Accounting
- Business Administration
- Computer Information Systems
- Electrical Engineering Technology

SUNY Morrisville State College

SUNY New Paltz
- Communication and Media Arts
- Early Childhood
- Graphic Design
- Liberal Arts and Sciences – Women & Gender Studies
- Photography, Digital and Fine Arts Emphasis

SUNY Upstate Medical University
- Biotechnology
- Nursing

Syracuse University
- Chemical Dependency Counseling
- Engineering Science
- Graphic Design
- Liberal Arts and Sciences – General Studies
- Paralegal
- Sport Management

University of Buffalo
- Accounting
- Biotechnology

Utica College
- Paralegal

Wells College
- Computer Science
- Criminal Justice
- Human Services
- Liberal Arts and Sciences – General Studies
- Liberal Arts and Sciences – Social Science
- Liberal Arts and Sciences – Women & Gender Studies
- Paralegal

Out of State Opportunities

Arizona State University
- Nursing

Boston University

Champlain College
- Web Design

East Stroudsburg University
- Graphic Design

Emerson College
- Creative Writing

Jacksonville University
- Nursing

Florida State University College of Motion Picture Arts

Full Sail University
Broadcast Production

Green Mountain College
Outdoor Recreation

Indiana University at Indianapolis
Sport Management

Jefferson School of Health Professions
Biotechnology

Johns Hopkins University
Engineering Science

Lock Haven University
Outdoor Recreation
Recreation Leadership

Mansfield University
International Business
Liberal Arts and Sciences – General Studies
Sport Management

Ohio Wesleyan
Sport Management

Old Dominion University
Nursing

Penn State University
Outdoor Recreation

Portland State University
Liberal Arts and Sciences – General Studies

San Diego State University
Nursing

Temple University

Thomas Jefferson University
Liberal Arts and Sciences – Math/Science

UCLA

University of Illinois
Engineering Science

University of Massachusettes Dartmouth

University of New England
Environmental Studies

University of North Carolina School of the Arts (Winston-Salem)

University of North Carolina Wilmington

University of Texas at Austin

University of Texas San Antonio
Accounting

University of Phoenix
Chemical Dependency Counseling

University of South Carolina
Sport Management

University of Utah
Liberal Arts and Sciences – General Studies

Wesley College
Sport Management

Western Kentucky University
Liberal Arts and Sciences – General Studies

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Academic Calendar

TC3 offers courses in the spring, fall, and summer of each calendar year. The College offers traditional full-semester courses in the fall and spring, as well as three iterations of five-week courses and two iterations of 7½-week courses in the fall and spring. The summer session offers two five-week sessions, one eight-week evening session, and a 10-week session. NOTE: Summer session offerings often overlap.

In addition to important session dates, the TC3 Academic Calendar also lists official College breaks and significant ceremonies.

Our Stories

In Shik Lee
A future that works
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Admissions

Students who wish to pursue a degree program must apply for admission. An application is available online, or by contacting the admissions office. Students who have been accepted to the College are termed "matriculated." You must be matriculated to receive financial aid.

TC3 is fully accredited by the Board of Regents of the University of the State of New York and by the Commission of Higher Education of the Middle States Association of Colleges and Schools. Copies of these documents are on file in the Office of the President.

Admission of New Students

If you wish to pursue a degree, full-or part-time, you must apply for admission. Here is a summary of how to enroll.

New students are required to submit an official high school transcript and/or a copy of their high school equivalency diploma (GED) test scores. If you have submitted a completed application and academic credentials, you may be granted matriculated status at the College. You must be matriculated to pursue a degree program, be assigned an advisor, and receive financial aid.

Nursing Admissions

Although the College has an open enrollment admissions policy, admission to the nursing program is selective. Visit the nursing admissions page for detailed information.

Academic Assessment

Students admitted to a degree or certificate program will be academically assessed before registration. Academic assessment includes a review of high school and college (if applicable) transcripts and usually includes placement testing in reading, writing, and math to determine skill levels. In some cases, you may be required to register for skill building courses as a result of these initial placement tests. Non-native speakers of English may be required to take an English language proficiency test. Following assessment, an academic advisor will help you choose courses that suit your skills and interests. The admissions office evaluates credentials on a rolling basis. You will be notified of your status soon after we receive a completed application.If you're applying during your senior year of high school, follow up with your guidance office to ensure that your final high school transcript is submitted upon graduation.

Admission of Transfer Students

Students who have attended another college should follow the same admissions procedures as listed for new students and provide an official academic transcript from all colleges attended. All official transcripts must be requested by you and sent directly from the former college or university to the admissions office. In some unusual circumstances, you may have difficulty obtaining appropriate transcripts – you should contact the admissions office if you are unable to provide the appropriate transcripts. Transfer credit cannot be granted unless an official transcript is provided.

Transfer Credit

Transfer credit will be granted for course work completed with a minimum grade of 2.0 (C) at a regionally accredited college. If you attended any other college or university, request that your previous college send an official academic transcript to the admissions office at TC3. Transfer credit is not calculated into a student's grade point

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

average at TC3.

Admission of Non-High School Graduates

If you do not have a high school diploma or high school equivalency diploma, or are a non-reporting home-schooled student, you must meet additional criteria during the admissions process. Once an admissions application is submitted, you should contact the admissions office to inquire about placement testing. An interview with an admissions counselor is recommended. When the application process, testing, and interview are complete, your credentials will be assessed, and admission may be offered in the 24-credit hour program if the College determines you have the ability to be successful in a College-level program.

This program may include developmental studies course offerings. Please contact the admissions office for information. Students will need to receive a high school equivalency diploma (GED) prior to receiving their College degree.

Admission of Home-Schooled Applicants

Students who have been home-schooled may apply for admission at TC3 if they have reached compulsory age (the school year during which they turned 16 has ended). Documentation of a valid and in-effect individualized home instruction plan (IHIP) pursuant to section 100.10 of the Regulations of the Commissioner of Education must be submitted. Home-schooled students unable to obtain this documentation must receive a high school equivalency diploma (GED) prior to receiving their degree from TC3. In all cases, home-schooled students must complete the College's assessment testing. Please contact the admissions office for more information.

Admission of Correspondence School Students

According to a State Education Department memo, when a student has completed a high school program through correspondence study, the correspondence school must be recognized, authorized, or approved by the state educational entity where the correspondence school is located, and the student must be a resident of that state. Residents of New York state may not use a high school program of correspondence study to meet the requirements for a secondary education in New York state.

Admission of Students Previously Dismissed from a College for Disciplinary Reasons

TC3 will consider an application for admission from these students, however, the College reserves the right to admit or deny any application. After applying, students must submit a detailed summary of the violations, a personal statement, and a letter of recommendation, however, certain situations may require additional information. The application deadline is July 15 for the fall semester and Dec. 15 for the spring semester.

Admission of Ex-offenders

TC3 will consider an application for admission from ex-offenders, however, the College reserves the right to admit or deny any application. After applying, ex-offenders must submit a conviction record indicating all felonies, a personal statement, and a letter of recommendation, however, certain situations may require additional information. The application deadline for ex-offenders is July 15 for the fall semester and Dec. 15 for the spring semester.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Academic Regulations

Official Transcripts

Official transcripts bear the College seal and must be received by the addressee in a sealed envelope. You may request that an official copy of your permanent academic record be sent directly to the college or agency designated.

All requests for transcripts must be made in writing as required by law, through myTC3/myINFO on our website, by letter, or on the form provided by an enrollment services specialist. Anyone who has not paid his or her financial obligations to the college will not receive transcripts from Tompkins Cortland Community College.

Because of the large volume of transcripts, the College requires at least two business days to send out transcripts requested online. Written requests may take 4-5 business days to process.

Change of Program

You may change your curriculum if you find that your abilities and interests are better suited to another program of study. Such a change should be discussed with your academic advisor or a counselor.

A change of program form must be filed in the office of student success and advisement services, at which point you will be assigned a new advisor. Students who change their curriculum will be bound by the current graduation requirements at the time of the program change.

Waivers and Substitutions

You may initiate a request for a waiver of degree requirements or for a substitution of a required course by completing a waiver request form available in the enrollment services center.

The waiver form must be signed by your advisor and the appropriate program chair before it is forwarded to the dean of instruction for a final decision.

Waiver of any particular course does not reduce the credit requirements for graduation. Any student requesting a substitution (waiver) for a course that has a minimum grade of C or C- must meet this requirement for the course being substituted.

Directed Study Course Section

Directed Study is an independent study instructional format for a section of a regular course required for a student's program of study that is not available in a particular semester. The material covered in such courses is the same as what is covered in the traditional course. The directed study option is used only in unusual circumstances and is not an alternative to inadequate planning or inconvenient timing. It is expected that only instructors who normally teach the course will be responsible for a directed study course. Regular tuition and fees will be charged for each directed study credit. Approval of the Dean of Instruction is required.

Independent Study Courses

Independent Study is intended to expand a student's learning experience beyond the normal program curriculum. It provides the student with an opportunity to pursue/ research a subject in more depth, and in a more independent manner than would be possible in a traditional course. A supervising TC3 faculty member and the student cooperatively design a written contract equivalent to college-level study within a specific discipline. Each hour of credit should reflect a

Our Stories

Jasmine Fields
An international education
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

minimum of 45 hours of work. Approval of the Dean of Instruction is required.

Graduation

Application for Degree

A student must be matriculated into a degree program and file an application for degree in order to graduate. The application form, available through myINFO, must be submitted by the deadline dates. Records will be reviewed and the student will be notified by mail of their degree status. A student who applies for a degree but who does not meet all of the requirements must reapply during the semester prior to when they will meet the requirements. In order for applications to be accepted, the student must be matriculated in a degree program and have paid the $50 matriculation fee.

Graduation Requirements

All students who are degree candidates must meet these general requirements for graduation.

Satisfactory completion of all courses prescribed in the curriculum to which the student has been accepted/matriculated.

A minimum of 15 academic credits in residency successfully completed at Tompkins Cortland Community College. (These credits must be exclusive of experiential learning or proficiency credits.)

A cumulative grade point average of 2.0 or higher.

Students must submit a final high school transcript documenting graduation, a high school equivalency diploma (GED), or complete the 24 credits required for a high school equivalency diploma (GED) prior to receiving their degree.

Settlement of all financial or other obligations to the College.

Graduation with Honors

To qualify for honors recognition at graduation, the student must have completed at least 30 hours at Tompkins Cortland Community College. Honors will be awarded when students meet the following requirements:

Honor	GPA = 3.20 - 3.49
High Honor	GPA = 3.50 - 3.79
Highest Honor	GPA = 3.80 - 4.00

Multiple Degrees

Consistent with the policy of the NYS Department of Education, you can earn more than one degree or certificate at Tompkins Cortland Community College, with some conditions.

All required courses must be successfully completed for each degree or certificate program.

A minimum of 15 academic credits beyond those required for the first degree must be completed at Tompkins Cortland Community College. Any courses applied to previously earned degrees cannot be counted as part of these additional 15 credits.

If the degrees are to be awarded simultaneously, the student should submit a separate application for graduation for each degree and the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is uninterrupted, the student should submit an application for graduation for the first degree. Then, at the beginning of the next semester after the degree has been awarded, a program change form must be filed with the Office of Student Success and Advisement Services changing from the first degree program to the second degree program. A second application for graduation must also be submitted with the $20 fee.

If the degrees are not to be awarded simultaneously and enrollment is interrupted, then the student should reapply for admission to the college and indicate the second degree program on the application form. A second application for graduation must also be filed along with the $20 fee.

Note

Multiple degrees will only be awarded for individual degree programs. A

student may not receive an additional degree in a degree's concentration, sequence, or option.

Religious Holidays

New York State Education Law section 224-A mandates that the college, like all educational institutions, ensures students the opportunity to observe religious holidays without penalty. Students are required to notify faculty of their impending absence at least one class session in advance so arrangements can be made for making up assignments.

Guidelines for Research Involving Human Subjects

The College guidelines for research involving human subjects recognize that the primary responsibility for protecting the rights and welfare of human subjects rests with each individual who initiates, directs, or engages in research. Research shall be defined to include any surveying, questioning, testing, or other involvement of another person to obtain information for use by a student, faculty or staff person, or any external person.

All projects proposing to recruit student participants must make clear the voluntary nature of their participation. Under the SUNY Board of Trustees policy, students may not be required, as a course requirement, to participate as subjects in any research project or in the pilot-testing of any research instruments. The full written policy is available in the president's office. Students wishing to conduct surveys or other research must obtain approval from appropriate college staff.

Alcohol Policy

Curriculum Exemption

A person under 21 who is a student in a curriculum licensed or registered by the State Education Department may taste or imbibe alcoholic beverages in courses that are a part of the required curriculum, provided such alcoholic beverages are used only for instructional purposes during classes conducted according to course/curriculum outlines.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Amidon-Staley, Deborah
Professor, Biology

Ansbro, Marianne
Professor, Coordinator of Disney Program

Beebe, Ilse
Technical Specialist IV, Science/Biology

Bethony, Danielle
Assistant Professor, Mathematics

Bickford, Franklin
Professor, Chemistry

Cambridge, Joseph
Professor, English

Cameron, Jeanne, Ph.D.
Professor, Sociology

Cartagena, Milagros
Assistant Professor, Nursing

Cerretani, Susan
Assistant Professor, English

Chase, Lawrence
Professor, Business

Flaten, David, Ph.D.
Professor, History

Ford, Gary
Instructor, Accounting

Ford, Lisa
Professor, English

Georgiakaki, Sophia
Assistant Professor, Mathematics

Gilewski, Amber
Instructor, Psychology

Gold, Darlene
Assistant Professor, English

Grossman, Richard
Professor, Reading

Guest, Christine
Instructor, Communication and Media Arts

Hallisey, Mary
Learning Lab Specialist IV, Nursing

Hamel, Martha
Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

Haverlock, Kevin
Professor, Business

Hinchcliff, Robin

Our Stories

Derik Rich
A place to find yourself
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Associate Professor, English Speakers of Other Languages

Imo, ThankGod
Professor, Accounting

Jacob, James R., Ph.D.
Associate Professor, Biology

Johnson, Danielle
Assistant Professor, Nursing

Johnson, Kimari
Instructor, English

Kleitz, William
Professor, Electrical Technology

Littell, Harry
Instructor, Photography

Manier, Donna Meadow
Professor, Graphic Design

McCabe, Timothy
Assistant Professor, Economics/Business

McDonough, Kathleen
Associate Professor, Criminal Justice

McEwan, Kenneth
Professor, Human Services

McMinn, Glenna
Professor, Nursing

Mercer, Patrick
Instructor, Recreation Leadership/Outdoor Recreation

Mike, Rochelle M.
Professor, Reading

Millman, Keith
Associate Professor, New Media

Moody, Frank (Bud)
Professor, Office Administration

Moore, Paula
Assistant Professor, Nursing

Moser, Sandra
Associate Professor, Nursing

Need, Bruce
Professor, English

Ochs, Scott
Professor, Criminal Justice/Sociology

Pasto, Linda
Professor, Nursing

Pastorello, Karen, Ph.D.
Professor, History

Piery, Miguel
Associate Professor, Modern Languages

Powell, Marsha
Professor, Computer Forensics

Pukstas, Daniel, Ph.D.
Professor, English

Putnam, Nancy
Professor, Mathematics

Putnam, Timothy
Associate Professor, Mathematics

Rea, Cornelia B., Ph.D.

Professor, Psychology

Regula, Anna
Instructor, Reading

Sambolec, Eric, Ph.D.
Associate Professor, Psychology

Sammis, Carol
Assistant Professor, Early Childhood

Sarachan, Robert
Professor, Paralegal

Schmidt, Melissa, Ph.D.
Associate Professor, Nursing

Sharpe, Kimberly
Professor, Nursing

Sheldon, Mary
Instructor, Mathematics

Smith, Joseph, Ph.D.
Professor, Chemical Dependency Counseling

Smith, Tammy
Associate Professor, Computer Information Systems

Snyder, David
Professor, Sport Management

Spencer, Rebecca
Professor, Nursing

Stafford, Susan
Assistant Professor, Hotel & Restaurant Management

Starmer, Ronald
Professor, English

Stavenhagen-Helgren, Tina
Professor, Sociology

Swinnich, Janet
Professor; Physics, Electrical Technology, Engineering Science

Tate, Philip
Professor, English

Testa, Paul
Professor, Construction Technology

Vande Berg, Travis, Ph.D.
Assistant Professor, Sociology

Wessell, Kelly, Ph.D.
Associate Professor, Biology

Whitener, Ken
Associate Professor, Computer Science

Wood, Nadine
Professor, Nursing

Xaver, Chris, Ph.D.
Professor, Communication and Media Arts

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Student Life

With active clubs and organizations, a successful athletics programs, and more than 800 beds on campus, student life at TC3 is incredibly active. In addition to activities, you can also find information about transportation to and from campus, information about safety on campus, multicultural programs, and more.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Honors College

A Community of Scholars

The TC3 Honors College provides a challenging curriculum for highly motivated students who have demonstrated their academic ability. Honors students work in a community of scholars, engaging in academic discussion and projects that require a high level of participation and independent investigation.

Requirements

PSYC 103

Honors College Curriculum

The honors curriculum is available to students enrolled in a TC3 degree program. Honors students complete specific requirements in addition to their degree program requirements. To graduate in the honors college, students must maintain a minimum overall GPA of 3.5 and receive a grade of B or better in required honors courses.

Honors Courses

Honors students are required to take honors sections of English composition, literature, sociology, and psychology. In some cases, these courses are included in program degree requirements. In other cases, honors courses will be taken in addition to courses required for a degree. Typically, students enroll in two of the four required honors sections in their first semester and the other two in their second semester. Class sizes will be limited to 20 students.

Interdisciplinary Seminars

Honors seminars, designed by faculty, feature small group discussions and provide an opportunity for in-depth dialogue. Honors seminars are taken in the third and fourth semesters. Students not enrolled in the honors college will be allowed to register for honors seminars with faculty permission. Seminars will be limited to 20 students.

Independent Study

Independent study projects allow academic pursuit of topics of interest. Students may take a nontraditional course in place of an independent study project. These courses are not always held in a classroom and usually involve an experiential learning component.

Admission to the Program

All applicants to the honors college will be individually evaluated based on their academic achievement and potential for further achievement. Students may be admitted to the honors program when they are admitted to the College, or after their first semester at TC3. Students should take the following steps to be accepted into the honors program:

- Apply to the College and enroll in one of our degree programs.
- Contact the director of the honors college to express your interest. Contact may be made in person or by telephone, Email, or regular mail.
- Provide high school and college grade transcripts and letters of reference for review by the director. Letters of reference should address your potential for academic achievement among a community of scholars.
- You will work together with your degree program advisor and the director of the honors program to plan your curriculum and coordinate your involvement in the honors program.

For More Information

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

General Education

SUNY General Education

Approved Courses

CRITICAL THINKING

TC3 graduates will:

Develop meaningful questions to address problems or issues.

Gather, interpret, and evaluate relevant sources of information.

Reach informed conclusions and solutions.

Consider analytically the viewpoints of self and others.

Implementation:
Embedded across the curriculum in both program core and general education courses: no specified credit hours.

Degree granting programs will identify how the curriculum supports this goal.

COMMUNICATION

TC3 graduates will:
Communicate effectively taking into consideration specific audiences and purposes.

Produce written texts in support of a thesis or hypothesis that are characterized by grammatically correct sentence structure; unified, coherent, and logically developed paragraphs; and effective transitions.
Deliver engaging oral presentations that are well organized and supported.
Develop and demonstrate active listening skills.

Implementation:
ENGL 100 (as required), ENGL 101, and ENGL 201or 204 as foundations for skill development: 6-9 credit hours

Embedded across the curriculum in both program core and general education courses.

NOTE: Satisfies SUNY Basic Communication requirement

LIBERAL ARTS AND SCIENCES

TC3 graduates will:
Extend their understanding of the Liberal Arts and Sciences: humanities, mathematics, natural sciences, and social sciences.

Implementation:
A minimum of one 3-4 credit hour course in each area: 12-15 credit hours.
Courses should be selected from the SUNY approved list.

NOTE: Satisfies four additional SUNY General Education requirements

TC3 Liberal Arts and Science Disciplines

SOCIAL/GLOBAL AWARENESS

TC3 graduates will:
Begin to understand how their lives shape and are shaped by the complex world in which they live.

Understand that their actions have social, economic, and environmental consequences.

Implementation:
Embedded across the curriculum in both program core courses and general education courses, and co-curricular activities.

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degree-granting programs will identify how the curriculum supports this goal.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

TC3 Sustainability Literacy Program

Earn a special sustainability designation with any TC3 degree.

Sustainability

Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Making decisions that preserve the values of environmental, economic, and social responsibility.

Course Requirements

Requirements and approved electives (pdf)

Sustainability Efforts on Campus

Find out what faculty, staff and students are doing on campus

An Emerging Field

The very nature of environmental issues demands an interdisciplinary approach when seeking sustainable solutions. TC3's Sustainability Literacy program is designed to expose students to the broad topic of sustainability through an interdisciplinary exploration of interrelated subjects. The program will provide evidence that the student has completed a coherent course of study in the emerging field of sustainability.

This program has been designed to complement TC3's associate degree programs by allowing a student to earn credit toward his/her degree while at the same time pursuing the study in sustainability. Students may use any of their required classes or unrestricted electives to meet the program's requirements.

Course Requirements

To fulfill the program requirements, students must choose one course from each of the following categories:

Natural Sciences (3-4 credits)
Examples: BIOL 102, BIOL 105, ENVS 101

Social Sciences (3 credits)
Examples: ANTH 202, any ECON, SOCI 101

Humanities (3 credits)
Examples: ENVS 105, any ENGL with a sustainability theme

Capstone Course ENVS 295 Global Seminar (3 credits)
Approved Elective (3-4 credits)

Students in many programs will be able to complete the program with no additional coursework, providing they work closely with their advisors and choose electives from the approved list.

For More Information contact Professor Kelly Wessell.
Email Professor Wessell

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Disney College Program

What is it?

A full-time internship at Walt Disney World in Orlando, Florida. Students are paid for their work and can receive academic credit at the same time.

Who is eligible?

The program is open to all college students. At TC3, it works especially well for those in Business Administration, Hotel & Restaurant Management and Liberal Arts General Studies. Students in any major are welcome to participate.

Participants must be at least 18 years of age. Older non-traditional students are welcome.

International students without U. S. citizenship or permanent resident status must see Jenna Lenhardt in the Global Initiatives office to discuss visa regulations.

What are TC3's requirements for applicants?

At least 12 college credits completed prior to applying, not including high school dual credit

Minimum GPA of 2.0

ENGL 99 completed (if needed.)

Recommendation by a TC3 faculty or staff member.

What are the dates and how long does it last?

Fall program: August through early January.
Fall Advantage program: May/June through early January.
Spring program: January through May.
Spring Advantage program: January/February through August.

Note that there is no summer-only program.

Students should talk with their academic advisor to determine which semester would be best to be away from TC3, as some required courses may only be offered in certain semesters. Students find it easier to complete their degree requirements first and do the Disney program as a post-graduate internship.

What are the benefits of participating in this internship?

Disney College Program students develop transferable skills that are essential for success in any career. Among them are responsibility, problem solving, effective communication, teamwork, customer service and cultural sensitivity. Having Disney on one's resume can be a real competitive edge. How many people can boast of working for a Fortune 100 company while still in college? Additional benefits include the opportunity to return to Disney World to work during school breaks or for professional internships, as well as the possibility of full-time employment with Disney or its sister companies (ABC, ESPN and others) after completing college. Many TC3 alumni have made careers with Disney World after participating in the College Program. And of course, there is the benefit of making lifelong friends from all over the world.

What are the jobs?

Students may be placed anywhere in the Disney complex, including the Magic Kingdom, EPCOT, Animal Kingdom, Hollywood Studios, Typhoon Lagoon, Blizzard Beach, Downtown Disney and Disney resort hotels. Participants must work when they are scheduled and understand that it is normal to work nights, weekends and holidays. All

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

roles may include prolonged exposure to outdoor elements, including heat/humidity, cold temperatures, and/or wet conditions. Onstage positions involve heavy guest contact. Backstage roles provide internal customer service and little guest interaction. The following are typical opportunities. For complete descriptions, go to www.disneycollegeprogram.com.

Onstage:
Attractions (theme park ride operations or theater shows)
Bell Services/Dispatch
Bibbidi Bobbidi Boutique Hostess
Character Attendant
Character Performer (requires audition)
Concierge
Custodial
Food and Beverage — Full Service or Quick Service
Hopper
Hospitality (hotel front desk, guest services, luggage services, or telephone room)
Housekeeping (hotels)
Lifeguard (must pass local swim test before going to Florida; Disney does training and certification)
Main Entrance Operations (parking, park greeter, ticket operations)
Merchandise (retail shops)
PhotoPass Photographer
Recreation
Resort Hopper
Transportation
Vacation Planner (ticket sales)

Backstage:
Costuming
Quick Service Restaurant — Kitchen Only

What is the pay?

Pay rates range from $7.25 to $8.39 per hour, depending on role. Students are guaranteed at least 30 hours per week and may be scheduled for 50+ hours per week during peak periods. Time-and-a-half is paid after eight hours a day or 40 hours a week. A sample work schedule can be seen at www.disneycollegeprogram.com.

What about housing?

Most students live in Disney's fully-furnished apartment complexes. These are gated communities with one to four bedroom apartments that house two to eight residents. Weekly housing fees range from $82 to $108, depending on apt. size and location and include local phone, cable and Internet. All residents must agree to abide by Community Codes that govern safe and respectful behavior by all. Underage drinking is strictly prohibited and is grounds for immediate dismissal. All visitors must sign in and no guests are allowed after 1:00 a.m.

What about transportation?

Students must provide their own transportation to and from Florida. It is helpful to have a car while in the program. For students who do not have their own vehicle, Disney provides regular bus service to all work locations and nearby shopping areas.

What about academic credit?

All TC3 Disney students have the option of enrolling in BUAD 261-Walt Disney World College Program. BUAD 261 can be taken for 3 to 15 credits, depending on the student's major and to what extent the course can help to fulfill degree requirements. BUAD 261 can count as an unrestricted elective or as a BUAD elective. Or it may be substituted for a specific course(s). For example, a Hotel and Restaurant Management student may be able to substitute BUAD 261 for HRMG 102, HRMG 103, COOP 213, or some elective courses. Similar possibilities are available for Business Administration and other majors. *Advance planning and communication with an academic advisor and the TC3 Disney Coordinator are essential for students to maximize their credit opportunities.*

To earn BUAD 261 credit, students must successfully perform their work role, complete one or more Disney ACE, DES or PDS courses (see below), and perform volunteer community service. They submit regular reflection reports to the TC3 Disney Coordinator as well as a

comprehensive summary report at the end of the program. Learning activities and assignments can be tailored to the number of credits selected by the student for BUAD 261.

For some students, health insurance is a consideration. Many insurance companies require that dependents over the age of 19 be full-time students in order to have coverage under their parents' health insurance. It could cost less to have full-time enrollment status by taking BUAD 261 for at least 12 credits than to pay for individual health insurance coverage. Each student's situation is different and students should investigate these factors carefully.

Disney ACE courses:
These college-level courses meet one half-day per week for eleven weeks in classrooms at the apartment complexes. Students may be able to substitute these courses for equivalent TC3 courses. Complete syllabi are available at www.disneycollegeprogram.com.

Advanced Studies in Hospitality Management
Corporate Analysis
Corporate Communication
Creativity and Innovation: Gaining the Edge
Experiential Learning
Human Resource Management
Marketing You: Personal and Career Development
Organizational Leadership

Disney Professional Development Studies (PDS):
These are available in Finance, Security, or Engineering and are limited to students in related majors. They consist of eight weekly sessions lasting two to three hours each. Course information is available at www.disneycollegeprogram.com. Students interested in these programs should speak with their academic advisor and the TC3 Disney Coordinator to see if academic credit can be arranged.

Disney Exploration Series (DES):
DES offers students the unique opportunity to learn more about how the Walt Disney World Resort operates. Each course meets two hours a week for eight weeks. Topics include Communication Processes, Guest Service, Heritage, Leadership, Marketing, and People Management. Interested students should share DES information with their faculty advisors to explore potential credit opportunities.

TC3 online courses:
Students may be able to complete a TC3 online course while in the College Program. Students who are thinking about this should realize that in addition to working full-time, many other activities will compete for their time and attention while living in Orlando. Therefore, self-motivation and excellent time management skills are critically important for success in online courses while at Disney.

What does it cost?

Students who enroll in BUAD 261 must pay tuition to TC3. The exact amount depends on how many credits the student selects for BUAD 261. Financial aid is available for those who qualify. Disney charges a nonrefundable program fee of $100. All of Disney's educational courses are free of charge; students pay only for textbooks and supplies. Housing fees ($82 to $108 per week, depending on apt. size and location) are deducted from weekly paychecks. Students need to have enough money for transportation to and from Florida and to live on for two to three weeks until they receive regular paychecks.

I'm interested! What should I do next?

Get complete information by fully exploring www.disneycollegeprogram.com.

Talk with your academic advisor to see how and when this internship will best fit into your degree program. Remember that some students do it as a post-graduate semester after completing their degree.

Meet with Prof. Mimi Ansbro, TC3 Disney Coordinator, to get your questions answered and to discuss your eligibility for the program.

The application process

For Fall and Fall Advantage programs: Apply the preceding Spring

semester.
For Spring and Spring Advantage programs: Apply the preceding Fall semester.

Submit the TC3 Disney application to Prof. Mimi Ansbro.

Attend a Disney presentation. All applicants are required to attend a live or electronic presentation. See www.disneycollegeprogram.com or check with Prof. Ansbro for local presentation schedules. After the presentation you will get a presentation completion code to access the online application and web-based interview.

Within 48 hours of the presentation, do Disney's online application at www.disneycollegeprogram.com. This includes a Role Checklist to indicate which roles you would be willing to accept, so be sure to familiarize yourself with the roles beforehand (full descriptions are at www.disneycollegeprogram.com.)

Complete Disney's web-based interview. At the end, you will learn whether you can continue the application process. If so, you will be instructed how to schedule a telephone interview.

Participate in a telephone interview with a Disney representative.

You will hear from Disney approximately two to three weeks after the phone interview. If you are accepted, follow Disney's instructions for accepting your role offer.

Work with Prof. Ansbro and your academic advisor to decide whether to take BUAD 261 and how many credits are appropriate for you.

Attend the TC3 WDW pre-departure meeting to be scheduled by Prof. Ansbro and register for BUAD 261, if applicable.

For More Information

www.disneycollegeprogram.com

Professor Mimi Ansbro
TC3 Disney Program Coordinator
TC3 Room 214
(607) 844-8222, ext. 4258
Email Professor Ansbro

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

TC3's Study Abroad

Study Abroad Workshop Schedule

Date/Times

Wednesday, September 14, noon-12:50 p.m.
Tuesday, October 18, 1 – 1:50 p.m.
or Wednesday, November 9, noon-12:50 p.m.

Location

Counseling, Career and Transfer Services Rm. 216 (across from 215 Enrollment Services)

Opportunities

Spring - May

- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January

- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

We Offer Faculty Led Trips

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

In addition, through our membership in a national consortium called the College Consortium for International Studies (CCIS), TC3 students can study in many additional countries including: Argentina, Ecuador, Cyprus, England, France, Germany, Greece, Hungary, India, Ireland, Italy, Japan, Peru, Portugal, Russia, Spain and Switzerland. All programs offer students an inside view of the countries' political systems and cultures through total immersion and field trips.

If you are interested in any of these programs, contact Miguel Piery, Coordinator of Study Abroad Programs, in the Center for Global Connections and International Education at 607.844.8222, Ext. 4296, Room 220 for a detailed inquiry packet and application.

NOTE: We may be able to provide information or make recommendations. If you are interested in studying overseas in a particular country where TC3 does not presently offer a program.

Our Stories

Kelly Wessell
The place to teach
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Internship/Experiential Learning

Internships provide students with practical experience that expands upon classroom knowledge and also helps students build skills that are desirable to future employers. Many TC3 programs feature internship opportunities.

Internship options by degree program area

Chemical Dependency Counseling

CDSC200: Chemical Dependency Field Work I

CDSC220: Chemical Dependency Field Work II

Communication and Media Arts

COMM265/Ind Study/M49C - Communication & Media Arts Internship

Computer Information Systems

CIS230: Computer Information Systems Internship

Computer Support Specialist

CSS240: Computer Support Specialist Internship

Creative Writing-Screen Writing

ENGL271: Writing Internship

Criminal Justice

CRJU230: Criminal Justice Internship

Early Childhood

ECHD242: Guided Field Work - Early Childhood Education

Entrepreneurship

BUAD264: Entrepreneurial Internship

Hotel and Restaurant Management

HRMG213: Hospitality Internship

HRMG216: Hospitality Internship

Human Services

HUMS230: Human Service Internship

Office Management and Administration

OFFC230: Office Management & Admin Internship

Recreation

RECR285: Recreation Field Work

Paralegal

PARA230: Paralegal Internship

Sport Management

SPMT190: Event Practicum I

SPMT195: Event Practicum II

Wine Marketing

WINE213: Wine Marketing Internship

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Accounting

(HEGIS: 5002)

A.S. Degree, A.A.S. Degree, Certificate
The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

- A.A.S.
- A.S.

Certificate(s)

- Accounting

Program Information
Career Opportunities
According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Ithaca College
- Binghamton University
- University of Buffalo
- SUNY College at Cortland
- SUNY Oneonta
- SUNY Oswego
- SUNY Institute of Technology
- University of Texas San Antonio
- Empire State College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
T.G. Imo
Professor of Accounting/Business
Email

Our Stories

Health Services
A healthy campus
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Biotechnology

(HEGIS: 5604)

A.S. Degree, Certificate
The biotechnology program is designed to prepare you for transfer to a four-year institution as a biotechnology or biology major. The curriculum includes exposure to the business side of the field so you can appreciate intellectual property rights and their value to the industry. The A.S. degree in biotechnology allows you to develop marketable lab skills while incorporating all of the concept and theory required for transfer to a four-year program.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

A.S.

Certificate(s)

Biotechnology

Program Information
Career Opportunities
The market for biotechnology technicians is rapidly expanding. Biotechnology is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in anticipation of rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as bench scientists, quality control/assurance technicians, and in areas related to clinical trials, diagnostics, and bioethics.

Transfer Options
Graduates may continue their education via transfer to a four-year college or university. Transfer opportunities are available to:

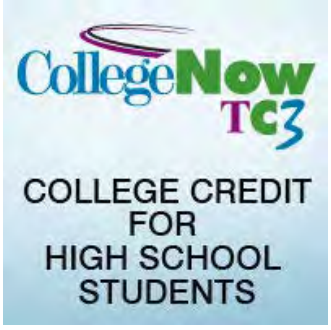
- University of Buffalo
- Buffalo State College
- SUNY College at Cobleskill
- Cornell University
- SUNY College of Environmental Science and Forestry
- Jefferson School of Health Professions
- SUNY Upstate Medical University
- Rochester Institute of Technology

For specific transfer information, contact the Program Chair.

Program Chair
James R. Jacob, Ph.D.
Associate Professor (Biology/Biotechnology)
Email

Our Stories

James Jacob
Family DNA Portraits
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Broadcast Production

(HEGIS: 5008)

A.A.S. Degree

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At TC3, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Concentration

- Radio
- Television

Program Information

Career Opportunities

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Transfer Options

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph.D.
Professor (Communication and Media Arts)
Email

Our Stories

Kelly Wessell
The place to teach
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Business Administration

(HEGIS: 5004)

A.S. Degree, A.A.S. Degree, Certificate
Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, a certificate in Business Management is offered for those intending to pursue or advance their employment opportunities in a business related occupation.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

- A.A.S.
- A.S.

Certificate(s)

- Business Management

Program Information
Online Degree and Certificate
All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online courses may be combined with traditional classroom-based courses. Consult with the TC3 enrollment services center for specific information.

Career Opportunities
Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Transfer Options
Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY Delhi
- Empire State College
- SUNY College at Fredonia
- SUNY Institute of Technology
- Ithaca College
- SUNY College at Oswego
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Transfer Services office.

Program Chairs

Larry Chase (A.S. Degree)
Professor (Business)
Email

Kevin Haverlock (A.A.S. Degree)
Professor (Business)
Email

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Chemical Dependency Counseling

(HEGIS: 5506)

A.A.S. Degree, Certificate
Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at TC3. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services (OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Certificate(s)
Chemical Dependency Counseling

Program Information
Clock Hours and Continuing Education
The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

Field Experience
Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

Career Opportunities
This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Our Stories

Rosanna Perez
Opening her mind
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Transfer Options
Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- University of Phoenix
- SUNY College at Plattsburgh
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Joseph Smith,Ph.D., LCSW-R, CASAC
Professor (Chemical Dependency Counseling and Psychology)
Email

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Communication and Media Arts

(HEGIS: 5008)

A.S. Degree

The communication and media arts program is a transfer program that focuses on broadcast journalism. At TC3 you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Emphasis

Broadcast Journalism

Program Information

Career Opportunities

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions include on-air reporters, producers, and assignment editors.

Transfer Options

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Chris Xaver, Ph. D.
Professor (Communication and Media Arts)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Computer Forensics

(HEGIS: 5505)

A.A.S. Degree

More and more crimes are committed with the aid of computers. Whether they are used in the commission of the crime, as in email harassment or stalking, or used for keeping records of illegal activities such as gambling and embezzlement, the computer must be seized and analyzed. This degree program will help you learn how to provide a secure computer environment and learn techniques for collecting and analyzing computer-related evidence. You will be prepared for an entry-level position in a computer forensics lab, a member of a corporate security team that monitors and investigates suspicious activity, or to enter the law enforcement field. Requirements include a combination of criminal justice and computer technology courses to help you develop the skills needed to work in this growing field. An emphasis on social science coursework is included in the liberal arts and science credits. The remaining credits include criminal justice courses such as Introduction to Criminal Investigation and Introduction to Criminal Justice. Computer information systems courses will include operating systems and network designs. Intensive research skills will be developed throughout these courses. A dedicated lab provides hands-on experience with investigative tools and evidence gathering.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Program Information

Career Opportunities

The computer forensics A.A.S. degree will provide you with the necessary coursework to accept entry-level positions such as:

Computer systems technician responsible for implementing procedures/software to maintain a secure computer environment for a business/organization

Forensic examiner helping law enforcement obtain evidence to be used in court

Security staff member responsible for monitoring and supporting security systems

Computer support specialists/analysts and technicians are listed among the fastest growing occupations in both the Southern Tier (includes Tompkins and Tioga counties) and the Central Region (includes Cortland county).

Transfer Options

Four-year schools in New York State that offer bachelor's degrees in economic crime investigation and related fields include SUNY College of Farmingdale, Hilbert College, Ithaca College, and Utica College. Additionally, Champlain College in Vermont has a computer forensics bachelor's degree that is offered on campus or online.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Marsha Powell
Professor (Computer Information Systems)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Computer Information Systems

(HEGIS: 5101)

A.A.S. Degree
The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Program Information
Career Opportunities
Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

These graduates are performing such tasks as network support, programming, web page design, database design, and user support.

Transfer Options
Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY Institute of Technology
- Ithaca College
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Marsha Powell
Professor (Computer Information Systems)
Email

Our Stories

Kelly Wessell
The place to teach
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Computer Science

(HEGIS: 5101)

A.S. Degree

The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The program can often lead to graduate study beyond the bachelor's degree.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Sequence

- General
- Engineering

Program Information

Career Opportunities

Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Transfer Options

Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Ken Whitener
Assistant Professor (Computer Science)
Email

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Computer Support Specialist

(HEGIS: 5104)

A.A.S. Degree
As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Program Information
Career Opportunities
Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Transfer Options
While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information technology.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Tammy Smith
Associate Professor (Computer Information Systems)
Email

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Construction and Environmental Technology

(HEGIS: 5317)

A.A.S. Degree, Certificate
Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Certificate(s)
Contruction and Environmental Technology

Program Information
Environmental Emphasis
The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

Career Opportunities
Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Transfer Options
Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

SUNY College of Environmental Science and Forestry
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Paul Testa
Professor (Construction Technology)
Email

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Creative Writing

(HEGIS: 5615)

A.A. Degree, Certificate
Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students publish TC3's literary journal, Re-visions.

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

A.A.

Concentration

- Prose, Poetry, and Drama
- Screenwriting

Certificate(s)

- Creative Writing: Poetry and Prose
- Creative Writing: Screenwriting

Program Information
Career Opportunities
According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

TC3's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a TC3 screenwriter sold his feature screenplay to Universal Pictures.

Transfer Options
Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recentgraduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Ithaca College
- New York University
- SUNY College at Purchase

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

University of Southern California

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Lisa Ford
Professor (English)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Criminal Justice

(HEGIS: 5505)

A.S. Degree, A.A.S. Degree, Certificate
In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

- A.A.S.
- A.S.

Certificate(s)

- Criminal Justice

Program Information
Career Opportunities
Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Department of Public Safety.

Transfer Options
Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Wells College
- University at Albany
- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

Program Chair
Scott Ochs

Email

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Early Childhood

(HEGIS: 5503)

A.A.S. Degree

Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Sequence

- General
- Transfer

Program Information

Field Experience

Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

Career Opportunities

The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, Head Start teachers and family workers, and teacher's assistants in special education or in an elementary school.

Transfer Options

The early childhood A.A.S. sequence B degree prepares students for transfer to a bachelor's degree in early childhood education (birth - 2nd grade). Among transfer options are programs offered at:

- SUNY College at Cortland
- Ithaca College
- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

Program Chair

Carol Sammis
Assistant Professor (Early Childhood Education)

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Electrical Engineering Technology

(HEGIS: 5310)

A.A.S. Degree, Certificate

A complex system of computers and electronics wires our world together. Industries are becoming more dependent on advanced technology and organizations of all kinds need men and women skilled in electronics. The program provides a solid background in analog and digital electronics and in microprocessor and computer programming. The A.A.S. degree prepares you for technician-level positions in research and development, product design, and manufacturing. It also provides a solid academic base for transfer to a four-year institution's bachelor of technology program.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Certificate(s)

Electrical Engineering Technology
Electrical Engineering Technology Level I
Electrical Engineering Technology Level II

Program Information

Career Opportunities

As manufacturers turn to electronics, both as an end product and as a means of controlling production processes, they must find men and women trained in electronics. Graduates of the electrical technology: electronics and computer systems degree program at TC3 fill the needs of these rapidly expanding local, national, and international companies. Recent graduates have found employment at Intertek Testing Services (ITS) Inc., Borg Warner Automotive, Cornell University, and Precision Filters, Inc.

Transfer Options

While the intent of this program is to prepare students for employment, this degree does provide a base for students considering transfer to four-year institutions to pursue a bachelor of technology degree. Recent graduates have continued their education at a four-year college or university for a Bachelor of Science in Electrical Technology degree (B.S.E.T). Transfer institutions include:

Alfred State
SUNY Institute of Technology
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

William Kleitz
Professor (Electrical Engineering Technology)
Email

Our Stories

In Shik Lee
A future that works
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Engineering Science

(HEGIS: 5609)

A.S. Degree

Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at TC3 you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Transfer Options

The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- Syracuse University
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

Program Chair

Paul Testa
Professor (Construction Technology)
Email

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Environmental Studies

(HEGIS: 5499)

A.S. Degree

Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Field Work

Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the TC3 campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

Career Opportunities

A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Transfer Options

The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of New England

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kelly Wessell, Ph.D.
Associate Professor (Biology)
Email

Our Stories

Kelly Wessell
The place to teach
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Entrepreneurship

(HEGIS: 5004)

A.A.S. Degree

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Program Information

Career Opportunities

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

Transfer Options

Although the Entrepreneurship A.A.S. degree is not designed primarily for transfer, graduates will have the opportunity to continue their education at four year colleges and universities.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Tim McCabe
Assistant Professor(Economics/Business)
Email

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Graphic Design

(HEGIS: 5499)

A.S. Degree

Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be exposed to a variety of courses in design and computers.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Transfer Options

Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Ithaca College
- SUNY New Paltz
- Pratt Institute
- Rochester Institute of Technology
- College of St. Rose
- Syracuse University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Donna Manier
Professor (Graphic Design/Computer Graphics)
Email

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Hotel and Restaurant Management

(HEGIS: 5010)

A.A.S. Degree

Demand continues for well-trained managers in this fast-paced people industry. Intense growth in the hospitality industry is expected to continue, with an increasing demand for well-trained managers. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. TC3 is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Professors of the program offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education coursework. There are also opportunities for study abroad. In addition, certification programs for Food and Alcohol service from National Restaurant Association's SERVSAFE are available through TC3 biz.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Program Information

Career Opportunities

The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include front desk, sales, reservations, food and beverage (including sommelier), guest services, housekeeping, operational and financial management.

Transfer Options

Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many TC3 Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the TC3 campus.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Rosanna Perez
Opening her mind
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Human Services

(HEGIS: 5501)

A.A.S. Degree, Certificate
Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Certificate(s)

Human Services

Program Information
Field Experience
As part of your six-credit internship you will work in a Human Service agency. This field work course enables you to work for 224 hours in direct care helping people to help themselves

Career Opportunities
Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Transfer Options
Although the A.A.S. Human Services degree is not designed primarily for transfer, graduates have continued their education at four-year institutions. Recent transfer institutions include:

- Binghamton University
- SUNY College at Cortland
- Elmira College
- Empire State College
- Hunter College, City University of New York
- Ithaca College
- Keuka College
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kenneth P. McEwan
Professor (Human Services)
Email

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

International Business

(HEGIS: 5001)

A.S. Degree

As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Transfer Options

The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- Mansfield University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Kevin Haverlock
Professor (Business)
Email

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – Teacher Education Transfer

(HEGIS: 5608)

A.S. Degree
Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

TC3 offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

A.S.

Area

- Adolescent Education (Teacher Education Transfer)
- Childhood Education (Teacher Education Transfer)
- Early Childhood Education (Teacher Education Transfer)

Program Information
Career Opportunities
These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Transfer Options
You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education (www.sysadm.suny.edu/provost/teachered.htm).

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in childhood or early childhood education or in adolescence

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

education:

General Education Core
Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration
at present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component
one psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution. Information pertaining to the admission requirements for participating senior college programs is provided as part of the guidance on the TETT web site, www.suny.edu/EducationTransfer. Students are also advised to visit the web pages of teacher education campuses of interest, accessible from this site.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair - Adolescence
David Flaten, Ph.D.
Professor (History)
Email

Program Chair - Childhood
Rochelle M. Mike
Professor (Reading)
Email

Program Chair - Early Childhood
Carol Sammis
Assistant Professor (Early Childhood Education)
Email

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – General Studies

(HEGIS: 5649)

A.S. Degree, Certificate

Exploratory Studies Sequence

This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

In the first semester, all Exploratory Studies Sequence majors complete FSS 131 Self and World. This course is designed to introduce students to the intellectual, social, and practical aspect of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live.

Individual Studies Sequence

This program is designed with flexibility to meet the needs of a variety of students:

- those who have specific transfer plans including a four-year college and degree
- those interested in pursuing a teacher education degree
- those who need to complete prerequisites for the nursing program
- those who have a field of interest but are unsure of transfer plans
- those who have a significant number of college credits and would like to complete an associate degree

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Sequence

Exploratory Studies

Individual Studies

Certificate(s)

Liberal Arts and Sciences – General Studies

Program Information

Transfer Options

Recent transfer institutions include:

University at Albany
Alfred University
Arnot-Ogden Medical Center, School of Radiologic Technology
Binghamton University
Canisius College
SUNY College at Canton
Cazenovia College
Cornell University
SUNY College at Cortland
Empire State College
SUNY College at Fredonia
Hobart and William Smith Colleges

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Ithaca College
Mansfield University
SUNY College at Oneonta
SUNY College at Oswego
SUNY College at Plattsburgh
Portland State University
Syracuse University
University of Utah
Wells College
Western Kentucky University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Jeanne Cameron
Professor (Sociology)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – Humanities

(HEGIS: 5649)

A.A. Degree

The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

Transfer Options

Recent transfer institutions include:

- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

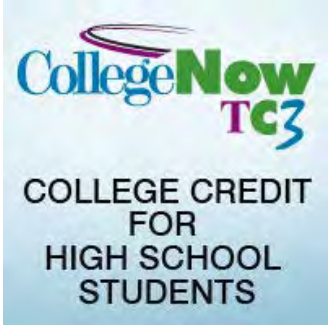
For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Bruce Need
Professor (English)
Email

Our Stories

Carrie Buchanan
A tradition of service
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – Math/Science

(HEGIS: 5649)

A.S. Degree

The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

Transfer Options

Recent transfer institutions include:

- Binghamton University
- Columbia University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Nancy Putnam
Professor (Mathematics)
Email

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – Social Science

(HEGIS: 5649)

A.S. Degree

The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities and social sciences.

Transfer Options

Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John's University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services Office.

Program Chair

David Flaten, Ph.D.
Professor (History)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

CollegeNow TC3
COLLEGE CREDIT FOR HIGH SCHOOL STUDENTS

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Liberal Arts and Sciences – Women & Gender Studies

(HEGIS: 5649)

A.S. Degree

Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Transfer Options

Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Karen Pastorello, Ph.D.
Professor (History)
Email

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

New Media

(HEGIS: 5012)

A.S. Degree

The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-Rom, and DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Transfer Options

The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Keith Millman
Associate Professor (New Media)
Email

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Nursing

(HEGIS: 5012)

A.A.S. Degree

Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

TC3's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Graduates have an excellent job placement record.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Program Information

Clinical Experience

To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship

Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

Career Opportunities

After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Transfer Options

We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Arizona State University
- Binghamton University
- Elmira College
- SUNY Delhi
- Jacksonville University
- Old Dominion University
- San Diego State University
- SUNY Upstate Medical University
- University of Massachusetts Dartmouth

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Kim Sharpe, MS, RN, CNE
Professor (Nursing)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Office Management and Administration

(HEGIS: 5005)

A.A.S. Degree, Certificate
Strong office administrators and managers are the backbone of all organizations. Our degree program in office management and administration prepares you for a career as an assistant, administrative assistant, executive assistant, administrative support specialist, coordinator, office manager, or secretary. Students who have acquired technology skills through high school programs or by other means may qualify for advanced standing in certain subjects.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Certificate(s)
Executive Office Assistant

Program Information
Career Advancement
Graduates of this program are employed by firms such as Advertising Associates, Inc., Avinet, Inc., Cornell Federal Credit Union, Cortland Savings Bank, Cortland and Tompkins County Departments of Social Services, Deanco, Inc., George Junior Republic, Groton Nursing Facility, Innovative Dynamics, Inc., Ithaca College, J.M. Murray Center, Inc., P.W. Wood and Sons Insurance, Precision Filters, Inc., Tompkins Cortland Community College, Tompkins Trust Company, Wendcentral Corp., and WHCU/WYXL. Over the past two years, all graduates seeking employment found positions with 88 percent employed directly in office administration.

Transfer Options
Qualified graduates can pursue a bachelor's in science degree in vocational teacher preparation at SUNY College at Oswego.

For specific transfer information, contact the Program Chair, or Counseling, Career, and Transfer Services office.

Program Chair
Bud Moody
Professor (Office Administration)
Email

Our Stories

Jasmine Fields
An international education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Outdoor Recreation

(HEGIS: 5506)

A.S. Degree

Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Field Experience

Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

Career Opportunities

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Transfer Options

Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions. Possible transfer options in outdoor-related bachelor degree programs offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

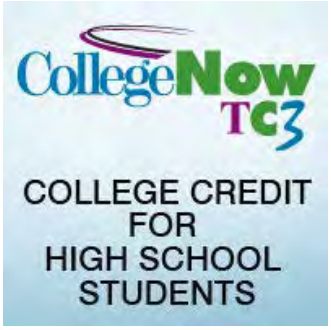
For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Patrick Mercer

Our Stories

Padraic O'Donnell
Finding his strength
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

(Recreation Leadership/Outdoor Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Paralegal

(HEGIS: 5099)

A.A.S. Degree or Certificate
A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Certificate(s)

Paralegal Studies

Program Information
Online Program
The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

Career Opportunities
Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Transfer Options
Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College
- Syracuse University
- Utica College

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Wells College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Bob Sarachan
Professor (Paralegal)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Photography, Digital and Fine Arts Emphasis

(HEGIS: 5007)

A.S. Degree

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images.

Digital Emphasis

In the digital emphasis, six courses use the computer as the primary creative tool. You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic skills throughout your four semesters. Additionally, the digital emphasis addresses the profoundly changing method of visual communication afforded by digital technology. You will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. The digital emphasis also provides a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

Fine Arts Emphasis

The fine arts emphasis approaches the study of photography as a fine arts activity and provides a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals. Each semester will include photography courses in a program that covers traditional techniques, digital technology, historical perspectives, contemporary ideas, and emphasizes artistic expression and creative image making.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Emphasis

Digital Emphasis

Fine Arts Emphasis

Program Information

Career Opportunities

Digital Emphasis

The digital emphasis prepares students for the increasingly electronic environment that commercial creative work requires. Digital photography and the related methods of delivering visual content in electronic form are rapidly expanding. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging.

It is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of activity are:

- Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

New media content production - multimedia - moving image and animation - web content production - media artist.

Fine Arts Emphasis

Photography is a profession that requires technical competence, creative artistic vision, and many varied interpersonal skills. Our program provides a broad introduction to the art and craft of image making. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist.

Transfer Options

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the TC3 degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

- University at Albany
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Harry Littell
Instructor (Art)
Email

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Recreation Leadership

(HEGIS: 5506)

A.S. Degree

Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Field Experience

Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and TC3's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

Career Opportunities

Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Transfer Options

The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

In Shik Lee
A future that works
Full story

PATHWAYS
your key to college

If you are a parent or over 25 years of age, college can be a reality for you.

The financial and academic support you need is available.

Get your degree.
Foundation
Realize your opportunity to succeed.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Program Chair
Patrick Mercer
(Recreation Leadership/Outdoor Recreation)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Sport Management

(HEGIS: 5099)

A.S. Degree

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.S.

Program Information

Career Opportunities

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Transfer Options

TC3's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- St. John Fisher College
- Syracuse University
- University of South Carolina
- Wesley College

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair

Larry Chase
Professor (Business)
Email

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Web Design

(HEGIS: 5103)

A.A.S. Degree

The rapid growth of the Internet has resulted in growing demand for qualified professionals to develop and support web applications. The field of web design has emerged as more and more businesses want to create an attractive presence and conduct business in cyberspace. The web design degree program allows you to focus your studies on acquiring the knowledge and skills for designing, creating, and maintaining functional, high profile dynamic web sites and web server administration. Students may be eligible to participate in internships throughout the degree program; however, internships are not a requirement of the program. Graduates will be qualified to accept entry-level positions as web page or site developers.

The web design program features coursework in programming languages, web server setup, server side programming and database integration and access. You will learn about the importance of visual design considerations and the integration of digital photography and dynamic media into web content. Web design graduates will:

- understand the principles and concepts of web site design
- understand the development of dynamic and data-intensive web applications
- be able to communicate effectively in written and oral presentations
- be able to use effective methods to solve site development problems

Program Requirements

(for those matriculating in 2011-2012)

Degree(s)

A.A.S.

Program Information

Internship Opportunities

Students are eligible for internship (for the most part paid) as web developers at companies/organization such as Legal Information Institute (L.I.I.) at the Cornell Law School, Z95.5, Next Interactives, L.L.C.

Career Opportunities

The demand for people with web-related knowledge and skills is large and growing. The rapid adoption and integration of Internet technology by businesses has resulted in a growing need by local employers for college educated staff that can develop and support Internet and intranet applications. Graduates will be qualified for entry-level positions such as web designer, web page or site developer, webmaster, and web technician. Web Design graduates have been employed at firms such as Cornell University Press Relations, NetBiz Real Estate, and S-Go Consulting.

Transfer Options

While the intent of the program is to prepare students for immediate employment, graduates should be able to transfer to many four-year degree programs related to computer technology and/or new media. Recent graduates have continued their education at:

Champlain College
Rochester Institute of Technology

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Our Stories

Hollywood
Learning with the stars
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Program Chair
Tammy Smith
Associate Professor (Computer Information Systems)
Email

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Wine Marketing

(HEGIS: 5010)

A.A.S. Degree
A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include: tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed. Communication & Customer Service, Marketing, Merchandising, Sales and Pricing Techniques of the wine industry.
- Laws governing the movement of wines at all levels from producer to consumer.
- Handling, storing, and serving wine and beverages, pairing wine and other beverages with food.

Program Requirements
(for those matriculating in 2011-2012)

Degree(s)
A.A.S.

Program Information
Internship Opportunities
Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

Career Opportunities
The wine marketing program prepares graduates for careers in wine marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Transfer Options
Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by the institutions such as Cornell University, College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

For specific transfer information, contact the Counseling, Career, and Transfer Services office.

Program Chair
Susan Stafford
Assistant Professor (Hotel & Restaurant Management)
Email

Our Stories

Janelle Boyd
Her vision of success
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Is it Right for You?

Successful distance learners have a few characteristics in common. Read this list to determine whether online classes are a good fit for you.

Demo Course

See how an online course works before you register. You can also attend in-person or online course orientations once you register for an online course.

Demo course

Are you self-disciplined and motivated?

Unlike traditional courses in which classes meet face-to-face at specific times, you will complete your work throughout the week when it is convenient for you. However, without the structure of regular class meetings, it will be up to you to pace yourself and keep up with assignments.

Are you able to commit time each day or week to your online course(s)?

Online courses often require at least as much or more of a time commitment than traditional courses. Before enrolling, be sure you have enough time to keep up with your daily or weekly assignments.

Do you have good reading, writing, and communication skills?

In online courses, most communication is written. If writing is a challenge for you, be sure to find out how much writing is required for the course before enrolling.

Are you comfortable seeking help when needed?

If you have problems with the technology or course content, you need to let your instructor know as soon as possible so that he or she knows how to assist you.

Will you miss the experience of sitting in a classroom?

There is considerable interaction in online courses. However, it is not the same as face-to-face interaction. If you feel that a traditional classroom is essential for learning or you want to experience campus life, then online classes may not be right for you.

Are you comfortable using computers?

Your computer is your primary learning and communication tool in online courses. Though you do not need to be a computer expert, you do need know some basic technology skills, such as word processing and using a Web browser.

If you have the right qualities to be a successful online student, you will likely find it to be a very convenient and rewarding alternative to traditional classroom learning.

Our Stories

Hollywood
Learning with the stars
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Benefits

The benefits of online learning go beyond mere convenience.
You may find online learning more conducive to your learning style. If you are motivated, disciplined, and enjoy online interaction through social media sites, Email, and other interactive means, then online learning may be ideal for you.

Attend class anytime, anywhere you have web access. You can fit your coursework around your work and family commitments.

Access course materials 24 hours a day, seven days a week. Log in any time and access lectures, discussions, explanations, and comments.

Benefit from student-centered teaching approaches. Every student has his or her own way of learning that works best for them. Also, students who have disabilities may find learning online fits their needs.

Improve communication skills by using the current technologies that are critical in today's global workplace.

Network with classmates from a wide range of backgrounds and locations. Online students often feel that they can actually listen to the comments made by other students, because everyone gets a chance to contribute.

Access instructors through chat, discussion forums, or course Email without having to wait for office hours.

Improve your grades. A study from the Department of Education found that students taking online courses outperformed their peers in traditional classrooms. Learning at your own pace and taking more time to read, review, and discuss often results in higher grades.

Learn innovative strategies for virtual teamwork by using electronic communication to interact with a group. Employers highly value this skill.

Benefit from a flexible schedule, which is extremely helpful if you are balancing education with work and family.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Myths

Online learning is easier and takes less time.

Online learning requires increased time-management in exchange for the flexibility of completing class work without being in a traditional classroom. Online courses are just as rigorous as on-campus classes. You must still participate and submit assignments by the deadlines.

It's easy to cheat in an online class.

Cheating is no more prevalent in online classes than it is in traditional classes. In addition, the tools used by TC3 to monitor and encourage academic integrity hold our students to a higher standard. Many instructors send homework papers through Turnitin to check for plagiarism. Instructors also use special configurations on tests that require you to take tests that may be timed, individualized, and include essay questions. Cheating is not tolerated and it is grounds for dismissal.

Online students are not connected to the campus.

Online courses provide extensive interaction with instructors and other students through discussion forums, chat, and other technologies. The more you participate, the more connected you will be.

There are no real teachers in an online class.

At TC3, you'll learn from the same expert instructors who are professionally trained to teach our on-campus classes. Though you might not see them in person, you will interact with them online through discussion forums, course Email, chat, and online lectures.

Employers won't accept online degrees or classes.

With millions of online learners in the United States, employers realize that 'online' is simply a new delivery format, not a separate kind of education. TC3 is an accredited college and transcripts do not mention whether coursework was completed on campus or online. The learning objectives and requirements are the same.

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

- Is it Right for You?
- Benefits
- Myths
- Taking an Online Course

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Taking an Online Course

You should have received a letter from TC3 with your myTC3 username and password. With your myTC3 username and password follow these steps:

1. Select the "Sign in" link
2. Enter your myTC3 username and password.
3. The first time you log in successfully to myTC3 you will be directed to enroll in myPASSWORD. You can recover or change your myTC3 password later.
4. Select myWEB COURSES link to enter the online learning area. You will be taken directly there without the need to sign in again.
5. **Remember to sign out when finished**, especially if you are on a public or shared computer.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Disciplines

Select a discipline to view all the courses descriptions for courses in that discipline.

ACAD	Academic Success
ACCT	Accounting
ANTH	Anthropology
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDS	Chemical Dependency Counseling
CFOR	Computer Forensics
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English
ENSC	Engineering Science
ENVS	Environmental Studies
ESL	English as a Second Language
FITN	Fitness
FREN	French
FSS	Freshman Seminar
GEOG	Geography
GEOL	Geology
GERM	German
HLTH	Health
HRMG	Hotel and Restaurant Management
HSTY	History
HUMN	Humanities
HUMS	Human Services
IED	International Education Study Abroad
IRM	Information Resource Management
ITAL	Italian
MATH	Mathematics
METR	Meteorology
MUSI	Music

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

NURS	Nursing
OFFC	Office Management and Administration
PARA	Paralegal
PARC	Paralegal Studies Certificate
PHIL	Philosophy
PHSC	Physics
POSC	Political Science
PSED	Psychological Education
PSYC	Psychology
RDNG	Reading
RECR	Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN	Russian
SOCE	Social Science
SOCI	Sociology
SPAN	Spanish
SPMT	Sport Management
WD	Web Design
WGST	Women and Gender Studies
WINE	Wine Marketing

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Disciplines

Search Help Guide

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Search Help Guide

The Course Search page provides an easy way to access course schedule information in myINFO. Selecting options in each box will refine your search results.

Course Search

Semester

Semester
- Spring
- Summer
- All

Select the semester for which you'd like to see courses. Only semesters currently available for registration are displayed.

Year

Year
- 2011
- All

Select the year in which you would like to see courses.

Campus

Campus
- Dryden
- Ithaca
- Cortland
- Online

Choose the location where you prefer to take your course. Online courses do not require a campus location. Leave this blank to search all.

Filter

Filter
- Evening
- Daytime

Use the filter to choose whether you want to take evening or daytime classes. The daytime filter selects for classes that are held between 7 a.m. and 6 p.m. The evening classes filter at 6 p.m. or later.

Disciplines

Choose one of the Disciplines to see courses offered in a specific department.

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

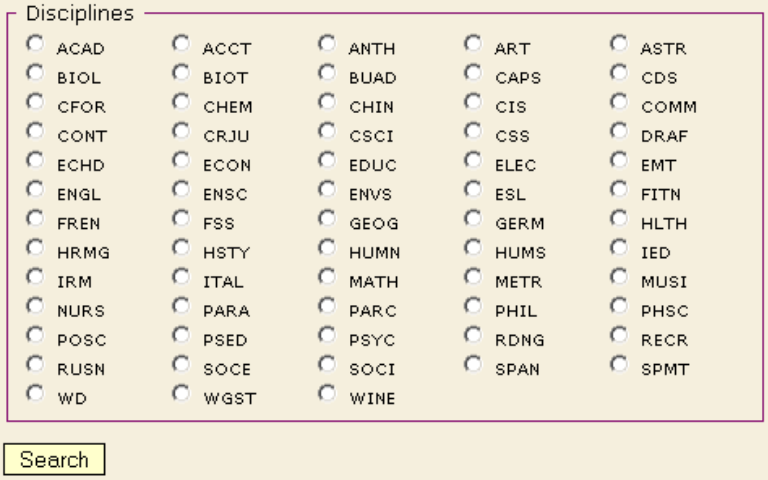
Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

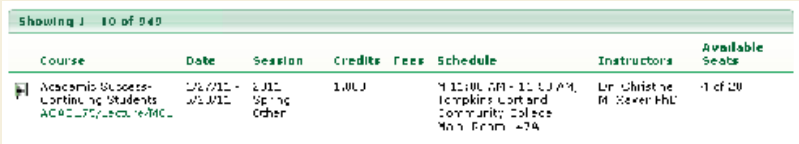
All TC3 news



Section Search

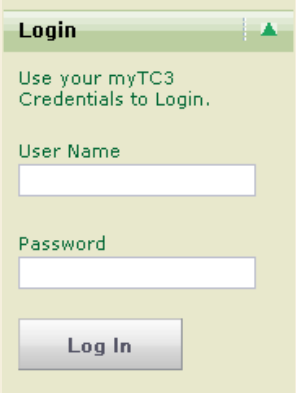
Courses

Once you select the search button, you will be sent to a page called "Section Search". This page lists all available coures according to your search specifications. The Course, Date, Session, Credits, Fees, Schedule, Instructors, and Available seats are included in the results. These will help you decide which is the best course section for you.



View full-sized image

Login



On the left side of the page you will find a Login tab. In this tab you can log on to your myTC3 account if you have one. You can also complete the registration process in myINFO if you are eligible to register online.

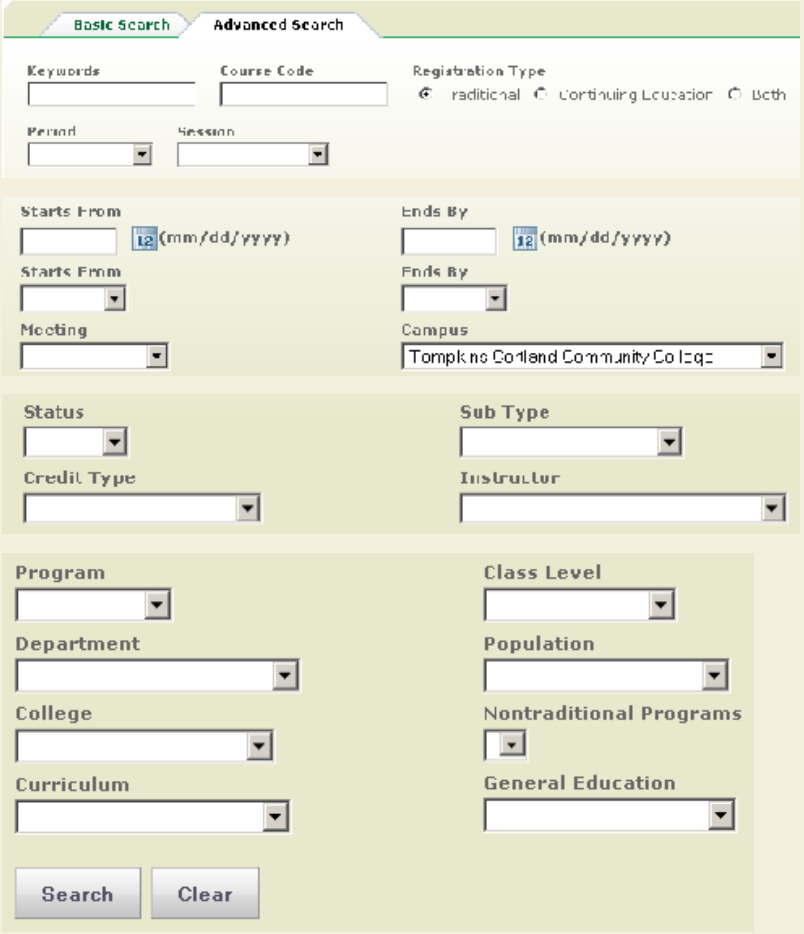
Options

On the left side you will also find a tab for Options. You can adjust the display properties of your search results in this tab or refine your search.

Refine Search

Advanced Search

All settings from the Course Search will be carried over to the myINFO Advanced Search. Additional search options allow you to further refine your search.



Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Academic Advisement at TC3

Academic Advisors provide important services to help students succeed in college.

These advisors can help you:

- Understand how academic programs can meet an individual's career and academic goals
- Identify program requirements and plan appropriate course schedules
- Make changes in class schedules
- Explore career and transfer goals and choose the appropriate TC3 program and courses to meet those goals
- Connect with appropriate campus resources (e.g., Counseling, Career & Transfer Services, Baker Center for Learning)
- Change your program or advisor (all changes must be made through the Enrollment Services Center)

Keep on Top of Your Academic Progress

Monitoring your progress toward your goals with an advisor is a good way to stay motivated. Research has shown that students who seek out the assistance of their advisor are 30% more likely to be successful and stay enrolled in college than those who don't.

All students have access to academic advisement

Most full-time students (and many part-time students) are assigned to a faculty advisor in their program. Other students are assigned to the Advisement Center (Student Success and Advisement Services Office in 215). If you are not sure who your advisor is, check myINFO (at the bottom of your current schedule page, text version—not grid version) or visit room 215 for assistance.

Advisor Responsibilities

- Be available during office hours and by appointment
- Provide direction for program progress toward the student's career/educational goals
- Provide relevant, current academic information
- Refer students for assistance in solving academic or personal problems

Student Responsibilities

- Understand program information (requirements, courses)
- Obtain necessary signatures on college forms (Change of Schedule, Registration for the next semester) or consent for online registration
- Understand information on services provided by the college
- Discuss career, transfer and program plans

You should seek out your advisor:

- any time you are considering a change in your current schedule (add, drop, withdraw)
- any time you have a question about your academic plans or progress or resources you might wish to use
- as you prepare to register for each new semester—many advisors will post appointment sign-up sheets at this busy time of year
- if you think you may want to change your academic program

Our Stories

Kelly Wessell
The place to teach
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Fall 2011

General Dates

Faculty Returns — August 18 (R)
Classes Begin — August 25 (R)
Labor Day - College Holiday — September 5 (M)
Fall Break - No Day or Evening Classes — October 7-11 (F-T)
Fall Day (All College Retreat) — October 11 (T)
Mid-Semester Progress Reports Due — October 21 (F)
Registration Day - No Day Classes — November 10 (R)
Thanksgiving- No Day or Evening Classes — November 23-26 (W-A)
Graduate Recognition Ceremony — December 9 (F)
*Final Exam Week — December 12-16 (M - F)
Classes End — December 16 (F)
Grades Due — December 19 (M)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

ESTART session
August 18 – September 28
last day to add — August 24 (W)
last day to drop — August 26 (F)
last day to withdraw W — September 13 (T)
last day to withdraw WP/WF — September 23 (F)

15-week classes
August 25 – December 16
last day to add — September 8 (R)
last day to drop — September 15 (R)
last day to withdraw W — October 31 (M)
last day to withdraw WP/WF — December 6 (T)

First 5-week classes
August 25 – September 28
last day to add — August 29 (M)
last day to drop — August 31 (W)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes
September 29 – November 4
last day to add — October 3 (M)
last day to drop — October 5 (W)
last day to withdraw W — October 21 (F)
last day to withdraw WP/WF — November 1 (T)

Third 5-week classes
November 7 – December 16
last day to add — November 9 (W)
last day to drop — November 14 (M)
last day to withdraw W — December 1 (R)
last day to withdraw WP/WF — December 9 (F)

First 7 ½-week classes
August 25 – October 21
last day to add — August 31 (W)
last day to drop — September 2 (F)
last day to withdraw W — September 27 (T)
last day to withdraw WP/WF — October 17 (M)

Second 7 ½-week classes

Our Stories

Rosanna Perez
Opening her mind
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

October 24 – December 16
last day to add — October 28 (F)
last day to drop — November 1 (T)
last day to withdraw W — November 22 (T)
last day to withdraw WP/WF — December 9 (F)

Late Start classes
September 29 – December 16
last day to add — October 6 (R)
last day to drop — October 17 (M)
last day to withdraw W — November 15 (T)
last day to withdraw WP/WF — December 9 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Spring 2012

General Dates

Martin Luther King Day - College Holiday — January 16 (M)
Faculty Returns — January 23 (M)
Classes Begin — January 26 (R)
Mid-Winter Day - No Day or Evening Classes — March 2 (F)
Spring Break - No Day or Evening Classes — March 19-March 24 (M-A)
Spring Day - College Holiday — March 23 (F)
Mid-Semester Progress Reports Due — March 26 (M)
Registration Day - No Day Classes — April 19 (R)
*Final Exam Week — May 14 - 18 (M - F)
Classes End — May 18 (F)
Grades Due — May 21 (M)
Nursing Recognition Ceremony — May 22 (T)
Commencement — May 24 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes

January 26 – May 18
last day to add — February 8 (W)
last day to drop — February 15 (W)
last day to withdraw W — April 5 (R)
last day to withdraw WP/WF — May 9 (W)

First 5-week classes

January 26 – February 29
last day to add — January 30 (M)
last day to drop — February 1 (W)
last day to withdraw W — February 15 (W)
last day to withdraw WP/WF — February 24 (F)

Second 5-week classes

March 1 - April 11
last day to add — March 6 (T)
last day to drop — March 8 (R)
last day to withdraw W — March 28 (W)
last day to withdraw WP/WF — April 6 (F)

Third 5-week classes

April 12 – May 18
last day to add — April 16 (M)
last day to drop — April 18 (W)
last day to withdraw W — May 3 (R)
last day to withdraw WP/WF — May 11 (F)

First 7 ½-week classes

January 26 – March 16
last day to add — February 1 (W)
last day to drop — February 3 (F)
last day to withdraw W — February 24 (F)
last day to withdraw WP/WF — March 12 (M)

Second 7 ½-week classes

March 26 – May 18
last day to add — March 30 (F)
last day to drop — April 4 (W)
last day to withdraw W — April 27 (F)
last day to withdraw WP/WF — May 11 (F)

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Late Start classes
March 1 – May 18
last day to add — March 9 (F)
last day to drop — March 15 (R)
last day to withdraw W — April 20 (F)
last day to withdraw WP/WF — May 11 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Summer 2012

General Dates

Memorial Day - College Holiday — May 28 (M)
Classes Begin — May 31 (R)
Independence Day - College Holiday — July 4 (W)
First Five Week Day Session — May 31 (R) - June 29 (F)
Last day to add — June 4 (M)
Last day to drop — June 6 (W)
Last day to withdraw "W" — June 19 (T)
Last day to withdraw "WP/WF" — June 27 (W)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

Second Five Week Day Session
July 5 (R) – August 3 (F)
Last day to add — July 9 (M)
Last day to drop — July 11 (W)
Last day to withdraw "W" — July 24 (T)
Last day to withdraw "WP/WF" — August 1 (W)

Eight Week Session
May 31 (R) – July 25 (W)
Last day to add — June 6 (W)
Last day to drop — June 8 (F)
Last day to withdraw "W" — June 28 (F)
Last day to withdraw "WP/WF" — July 18 (W)

Ten Week Session
May 31 (R) – August 3 (F)
Last day to add — June 7 (R)
Last day to drop — June 12 (T)
Last day to withdraw "W" — July 10 (T)
Last day to withdraw "WP/WF" — July 27 (F)

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Spring 2012 Final Exam Schedule

May 14-18 (Monday – Friday)

All courses must meet during the final examination week, even if the instructor is not giving a final exam.

Schedule

Final Exam schedule is posted shortly before the end of the semester.

Our Stories

Jasmine Fields
An international education
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Fall 2012

General Dates

Faculty Returns — August 16 (R)
Classes Begin — August 23 (R)
Labor Day - College Holiday — September 3 (M)
Fall Break - No Day or Evening Classes — October 5-9 (F-T)
Fall Day (All College Retreat) — October 9 (T)
Mid-Semester Progress Reports Due — October 19 (F)
Registration Day - No Day Classes — November 8 (R)
Thanksgiving- No Day or Evening Classes — November 21-24 (W-A)
Graduate Recognition Ceremony — December 7 (F)
*Final Exam Week — December 10-14 (M - F)
Classes End — December 14 (F)
Grades Due — December 17 (M)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes

August 23 – December 14
last day to add — September 6 (R)
last day to drop — September 13 (R)
last day to withdraw W — October 29 (M)
last day to withdraw WP/WF — December 4 (T)

Delayed Start classes

September 4 – December 14
last day to add — September 14 (F)
last day to drop — September 20 (R)
last day to withdraw W — November 1 (R)
last day to withdraw WP/WF — December 5 (W)

First 5-week classes

August 25 – September 28
last day to add — August 29 (M)
last day to drop — August 31 (W)
last day to withdraw W — September 14 (W)
last day to withdraw WP/WF — September 23 (F)

Second 5-week classes

September 29 – November 4
last day to add — October 1 (M)
last day to drop — October 3 (W)
last day to withdraw W — October 19 (F)
last day to withdraw WP/WF — October 30 (T)

Third 5-week classes

November 5 – December 14
last day to add — November 7 (W)
last day to drop — November 12 (M)
last day to withdraw W — November 29 (R)
last day to withdraw WP/WF — December 7 (F)

First 7 ½-week classes

August 23 – October 19
last day to add — August 29 (W)
last day to drop — August 31 (F)
last day to withdraw W — September 25 (T)
last day to withdraw WP/WF — October 15 (M)

Second 7 ½-week classes

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

October 22 – December 14
last day to add — October 26 (F)
last day to drop — October 30 (T)
last day to withdraw W — November 20 (T)
last day to withdraw WP/WF — December 7 (F)

Late Start classes
September 27 – December 14
last day to add — October 4 (R)
last day to drop — October 15 (M)
last day to withdraw W — November 13 (T)
last day to withdraw WP/WF — December 7 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Winter 2013

General Dates

New Year's Day - College Holiday — January 1 (T)
Classes Begin — January 2 (W)
Martin Luther King Day - College Holiday — January 21 (M)
Classes End — January 23 (W)

Session Specific Dates

January 2 (W) - January 23 (F)
Last day to add — January 3 (R)
Last day to drop — January 4 (F)
Last day to withdraw "W" — January 14 (M)
Last day to withdraw "WP/WF" — January 22 (T)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

In Shik Lee
A future that works
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Spring 2013

General Dates

Faculty Returns — January 17 (T)
Martin Luther King Day - College Holiday — January 21 (M)
Classes Begin — January 24 (R)
Mid-Winter Day - No Day or Evening Classes — March 1 (F)
Spring Break - No Day or Evening Classes — March 18-March 23 (M-A)
Spring Day - College Holiday — March 22 (F)
Mid-Semester Progress Reports Due — March 25 (M)
Registration Day - No Day Classes — April 18 (R)
*Final Exam Week — May 13 - 17 (M - F)
Classes End — May 17 (F)
Grades Due — May 21 (M)
Nursing Recognition Ceremony — May 21 (T)
Commencement — May 23 (R)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Session Specific Dates

15-week classes
January 24 – May 17
last day to add — February 6 (W)
last day to drop — February 13 (W)
last day to withdraw W — April 4 (R)
last day to withdraw WP/WF — May 8 (W)

First 5-week classes
January 24 – February 27
last day to add — January 28 (M)
last day to drop — January 30 (W)
last day to withdraw W — February 13 (W)
last day to withdraw WP/WF — February 22 (F)

Second 5-week classes
February 28 - April 11
last day to add — March 5 (T)
last day to drop — March 7 (R)
last day to withdraw W — March 27 (W)
last day to withdraw WP/WF — April 5 (F)

Third 5-week classes
April 12 – May 17
last day to add — April 16 (T)
last day to drop — April 19 (F)
last day to withdraw W — May 3 (F)
last day to withdraw WP/WF — May 10 (F)

First 7 ½-week classes
January 24 – March 15
last day to add — January 30 (W)
last day to drop — February 1 (F)
last day to withdraw W — February 22 (F)
last day to withdraw WP/WF — March 11 (M)

Second 7 ½-week classes
March 25 – May 17
last day to add — March 29 (F)
last day to drop — April 3 (W)
last day to withdraw W — April 26 (F)
last day to withdraw WP/WF — May 10 (F)

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Late Start classes
February 28 – May 17
last day to add — March 8 (F)
last day to drop — March 14 (R)
last day to withdraw W — April 19 (F)
last day to withdraw WP/WF — May 10 (F)

* All classes must meet during their scheduled final exam time.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

- Fall 2011
- Spring 2012
- Summer 2012
- Final Exam Schedule
- Fall 2012
- Winter 2013
- Spring 2013
- Summer 2013

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Summer 2013

General Dates

Memorial Day - College Holiday — May 27 (M)
Classes Begin — May 29 (W)
Independence Day - College Holiday — July 4 (R)
No Classes in Session — July 5 (F)

Session Specific Dates

First Five Week Day Session
May 29 (W) - June 28 (F)
Last day to add — May 31 (F)
Last day to drop — June 4 (T)
Last day to withdraw "W" — June 17 (M)
Last day to withdraw "WP/WF" — June 26 (W)

Second Five Week Day Session
July 1 (M) – August 2 (F)
Last day to add — July 3 (W)
Last day to drop — July 9 (T)
Last day to withdraw "W" — July 22 (M)
Last day to withdraw "WP/WF" — July 3 1 (W)

Eight Week Session
May 29 (w) – July 23 (T)
Last day to add — June 4 (T)
Last day to drop — June 7 (F)
Last day to withdraw "W" — June 28 (F)
Last day to withdraw "WP/WF" — July 17 (W)

Ten Week Session
May 29 (W) – August 2 (F)
Last day to add — June 5 (W)
Last day to drop — June 10 (M)
Last day to withdraw "W" — July 8 (M)
Last day to withdraw "WP/WF" — July 26 (F)

Key

Monday (M)
Tuesday (T)
Wednesday (W)
Thursday (R)
Friday (F)
Saturday (A)

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Tuition and Fees

Insurance

The College does not insure or assume responsibility for any personal property owned by an individual. Therefore, it is your responsibility to provide proper insurance protection against loss of any personal property brought on campus.

More Information

Tuition and fees
Information about payment

Accident Insurance – Mandatory

Full-time students are charged a mandatory accident insurance fee. Students are provided with a brochure explaining the benefits in detail. Additional information is available from the Student Health Center.

Health Insurance – Voluntary

The College offers a basic Sickness and Supplemental Health Insurance Plan. You may also elect to have your spouse and/or children insured. For forms and additional infor-mation about this plan, contact the Student Health Center.

Health Insurance – Mandatory (for resident students)

Students living in the residence halls are required to purchase health insurance through the college or provide proof of adequate coverage. Additional information will be provided to students who are offered a room in the residence halls.

Title IV Refund Policy

The U.S. Department of Education assumes that you earn your aid based on the period of time you remain enrolled. During the first 60 percent of the semester you earn Title IV funds in direct proportion to the length of time you remain enrolled. A student who remains enrolled beyond the 60% point earns all aid for the semester. Unearned funds must be returned to the U.S. Department of Education.

The key to determining the period of enrollment is the withdrawal date. The percentage of the period that you remain enrolled is derived by dividing the number of days prior to the withdrawal date by the number of days in the semester.

Withdrawal from the College

You can officially withdraw by notifying the College, or you can unofficially withdraw by ceasing all academically related activity.

The withdrawal date for each is determined as follows:

Official Withdrawal: You should notify an enrollment services specialist of intent. A withdrawal form will be completed at that time and an exit interview conducted with appropriate College personnel.

Withdrawal Without Notification: In general, the College will use the midpoint of the semester as the withdrawal date for students ceasing academically related activity without notification to the College. If an academically related activity can be documented beyond this point, then that date will be used for the purposes of Title IV refunds.

Administrative Withdrawal (AW): If a student ceases academic related activity before the drop deadline, he/she may be administratively withdrawn from class by the academic records office based on attendance reported by the instructor. Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade

Our Stories

Blaze Sanders
Big dreams
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

is not calculated into the student's GPA.

Delinquent Accounts

Students with delinquent accounts will be placed on the stop list. You will not be allowed to register for any future semesters and your grades and transcripts will be withheld until the account is paid in full. The account may be assigned to a collection agency. The College will assign the outstanding balance plus the collection agency fees and/or reasonable cost for collection.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Financial Aid

Financial Aid is a key component of most college students' educations, and TC3's Office of Financial Aid can help you navigate the process of applying for and receiving financial aid for college.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Delhi
STATE UNIVERSITY of NEW YORK
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Scholarships

One of the TC3 Foundation's most vital activities is the stewardship of a scholarship program for students. The Foundation offers these funds through the generosity of community donors who recognize the need to support educational opportunity.

Individuals or organizations interested in establishing a scholarship or grant-in-aid fund should call the TC3 Alumni and Development Office at 607.844.8222, Ext. 4366, or Email Chief Development Officer Karen Macier at macierk@TC3.edu. All gifts to the Foundation are tax-deductible.

Our Stories

Hollywood
Learning with the stars
Full story

Delhi
STATE UNIVERSITY of NEW YORK
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

- Admissions
- Tuition and Fees
- Financial Aid
- Scholarships
- Academic Support Services
- Student Life
- Academic Advisement

Policies and Procedures

Faculty

Academic Support Services

The Dr. Lucille S. Baker Commons is home to TC3's various academic support services, ranging from technology support services to tutoring to assistance for students with disabilities.

The Office of Career, Counseling, and Transfer Services also provides numerous services to students seeking counseling or information about careers or transferring to other academic institutions.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Ben Currens
More than you might expect
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Grading Policies

More Information

Grade Point Average

At the beginning of each College course, the instructor will inform students of the criteria to be used in determining the final grade. Students who enter the course late should be sure that they know these criteria. For academic credit courses, the instructor's assessment of each student's achievement will be in accordance with the grading system.

Grading Definitions

Grading Definitions	Grade	Quality Points per academic credit hour*
High Achievement	A	4.0
	A-	3.7
Good Achievement	B+	3.3
	B	3.0
	B-	2.7
	C+	2.3
Satisfactory Achievement	C	2.0
Below Satisfactory Achievement	C-	1.7
	D+	1.3
	D	1.0
	D-	0.7
Failing	F	0.0
Other Grade Notations		
Withdrawal	W	------
Withdrawal Passing	WP	------
Withdrawal Failing	WF	0.0
Incomplete	I or •	------
In Progress	IP	------
Audit	X	------
Pass	P	------
Administrative Withdrawal	AW	------
SUNY GenEd	SUNY	------
Transfer Credit	TR	------
Immunization Withdrawn	MW	------
No Credit	NC	------

* GPA credits are assessed for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), MW (Immunization Withdrawal), W (Withdrawal), and WP (Withdrawal Passing), SUNY (SUNY GenEd), TR (Transfer Credit), and NC (No Credit).

Grade Notations

W - Withdrawal:

The W will be given to students who have officially withdrawn from a class after the third week and up to the end of the ninth week of classes.

WP/WF - Withdrawal Passing/Withdrawal Failing:

The WP notation will be given for any course dropped after the ninth week of classes and up to the end of the 14th week of classes, if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

Our Stories

In Shik Lee
A future that works
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Note: The W, WP, and WF deadlines apply to regular 15-week courses. Courses running for shorter periods of time will have different W, WP, and WF deadline dates. Check the semester calendar for details.

X - Audit:
Students must declare their preference for audit at the time of registration.

I or • - Incomplete:
An incomplete may be issued upon the student's request at the discretion of the instructor in situations in which a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. The student and the instructor must jointly notify academic records of the request and approval via the incomplete request form available from the academic records office. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F. For self-paced courses, students must re-register for the course if requirements are not completed by the end of the fourth week of the semester following the semester in which the incomplete grade was assigned.

IP - In Progress:
The IP grade is designed to allow a student to reregister for a course in the next sequential semester or session, if the student has made significant progress in the course in the previous semester, but not progress sufficient to demonstrate mastery of the subject matter. Rather than have the student repeat the entire course, the student who receives the IP grade can pick up those learning objectives necessary to complete the course in the next sequential semester or session. Only courses with an approved continuance procedure can utilize the IP grade. Such a procedure spells out the process by which students continue their progress in the next semester or session. The procedure must be approved by the academic standards committee and the dean of instruction. No instructor will be required to accept IP students whose IP grades were assigned by another instructor. An IP grade will change to an F if a student has not re-registered for and achieved success in the course during the next sequential full semester.

AW - Administrative Withdrawal:
Instructors may administratively withdraw students if they have ceased to attend classes prior to the end of the withdrawal period. A grade notation of "AW" will be made on the permanent academic record. The AW grade is not calculated into the student's GPA.

F - Failing:
This grade will be given to students who have failed to complete course requirements. F is a failing grade and factors into the GPA.

MW - Immunization Withdrawal:
Students who do not submit their immunization records will be withdrawn from their courses. The MW grade is not calculated into the student's GPA.

Pass/Fail:
Students may apply up to six credit hours of coursework toward a degree program on a pass/fail basis. A pass grade will be assigned only if the student earns a minimum grade of C in the course. A written request to take a course pass/fail must be approved by the instructor and the program coordinator, and filed with the academic records office by the end of the drop period. Credits earned with a grade of P for courses taken on a pass/fail basis are not used in calculating the grade point average.

NC - No Credit:
This grade is given where the student has received permission to attend another institution and has not received a transferrable grade. This grade does not factor into the GPA.

SUNY:
This grade is given for coursework accepted by TC3 that meets the SUNY General Education (Gen. Ed.) requirements where the grade is a passing grade below a C (2.0). This coursework does not factor in a students GPA or count toward degree requirements.

TR - Transfer Credit:

This grade is given to coursework accepted by TC3 from another college and does not factor into the GPA.

Grade Challenge

Any student who wishes to challenge a course grade should do so within the following timeline:

- for 10 or 15 week courses: within two weeks of the beginning of the following semester;
- for all courses with a duration shorter than 10 weeks: within two weeks after the grade is posted in myTC3.

Students should discuss the situation with their academic advisor and the course instructor. If a satisfactory resolution cannot be reached through discussion with the instructor, written request for grade change should be made to the appropriate department chairperson.

Grade appeals must be based on a violation; misunderstanding; or an arbitrary, capricious, or inequitable application of a regulation, policy, or process contained in the course outline or College policies. The written request for grade change must be delivered by email or hard copy to the appropriate department chairperson.

The department chairperson shall conduct an independent investigation including interviewing both student and instructor and any witnesses deemed relevant and material to the issues raised. A written decision will be provided to both parties within two weeks.

Either the student or instructor may appeal the decision to the dean of instruction within 10 days of receipt of the department chairperson's decision. Appeal shall be in writing, setting forth the reasons the decision of the department chairperson should not be carried out and specifically setting forth the grounds for such appeal.

The dean of instruction shall make a final adjudication and determination in the matter and notify both parties and the appropriate department chairperson of the final decision in writing within 14 days.

Mid-Semester Performance Indicators

Mid-semester performance indicators are provided by the instructor in each 15-week course to provide the student an approximate assessment of course achievement. The performance indicators are posted in the grades section of myTC3/myINFO by the start of the eighth week of classes. This information does not appear on a student's transcript and is not calculated into a student's GPA. Students who receive S- or U grades are encouraged to consult with their instructors and advisors as soon as possible. The instructor's approximate assessment of each student's achievement will be in accordance with the following grade notations:

Performance Indicators	Grades
Good to High Achievement	S+
Satisfactory Achievement	S
Below Satisfactory Achievement	S-
Unsatisfactory Achievement/Failing	U

Repeating Courses

A course may be repeated, but credit will be granted only for the most recent grade. The most current grade will be used to compute the grade point average (GPA). All grades earned in repeated courses will be included on the student's permanent record.

Withdrawal from the College

To withdraw from the College, a student must contact the Enrollment Services Center. Filling out the withdrawal form means your intention is to withdraw from every course for that semester. The regulation for assigning grades of W (withdrawal), WP (withdrawal passing), or WF (withdrawal/failing) are noted under Grade Notations, previous page.

170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Academic Standards

Maintenance of Academic Standards

Tompkins Cortland Community College is committed to high academic standards while offering students every practical opportunity to accomplish their academic goals and succeed in the college program of their choice. Continuance in college thus implies a dual responsibility on the part of the institution and the student. Through its instructional program, supplemented by academic advising and other available support, the College provides students the opportunity to maintain a satisfactory level of achievement. However, unless the student maintains minimum scholastic requirements, the College will intervene with actions deemed appropriate in the best interest of the College and the student.

Minimum Standards of Academic Performance

The requirements stated below represent the minimum academic performance expected at Tompkins Cortland Community College. Students' academic progress will be evaluated with respect to both GPA and Earned/Attempted Ratio Standards at the end of each semester in order to determine their current academic standing.

Effective Fall 2011

GPA Credits Average (GPA)	Minimum Grade Point
12 or more	2.0

GPA credits are assigned for college-level courses with course numbers of 100 or higher for which students have been assigned letter grades excluding P (Pass), AW (Administrative Withdrawal), W (Withdrawal), WP (Withdraw Passing), MW (MMR Withdrawal), PTA (Permission to Attend), SUNY (SUNY Gen. Ed.), and TR (Transfer Credit).

Earned/Attempted Ratio Standards

Effective Fall 2011

Attempted Credits	Earned Credits
0-11	0 credits
12+	50%

In calculating the ratio of earned to attempted credits, all courses will included. Unlike the GPA standard, the earned/attempted ratio also includes developmental courses (those with number below 100, such as ENGL99 and MATH095). Also, in calculating the ratio of earned/attempted credits, the following will be included: P (Pass), AW (Administrative Withdrawal), MW (MMR Withdrawal), W (Withdrawal), and WP (Withdraw Passing).

Academic Warning

Students who fail to earn a 2.0 GPA in the most recent semester but who have a cumulative record that meets minimum academic standard will be issued an Academic Warning and strongly advised to consult with his or her academic advisor and develop a plan to avoid more severe academic consequences. Academic Warning is not noted on the student's academic record.

Academic Probation

Students who fail to achieve minimum academic standards will be placed on academic probation for the next semester in which they are enrolled. Enrollment is limited to a maximum of 13 credits and students must meet with an academic advisor and develop and file a

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Conditions of Enrollment Agreement prior to the first day of classes. The notation “Probation” will be placed on the student’s academic record.

It is the student’s responsibility to insure that the meeting with the advisor takes place and that the agreement is properly completed and submitted; failure to do so will result in removal from all courses.

Students on academic probation are not eligible to hold elective or appointive office in any organization sponsored by the College or the Faculty Student Association or to participate in intercollegiate athletics. Students on academic probation may, however, participate as members of student clubs or organizations.

Repeat Academic Probation

Students whose overall GPA and/or earned/attempted ratio is still below the minimum standard but have shown “significant progress” by earning a 2.0 minimum GPA and 75 percent of attempted credits in their current semester, will be granted another semester on probation. All courses will be considered in the calculations, whether college-level or developmental. The notation “Repeat Probation” will be placed on the student’s academic record. The student is again limited to a maximum of 13 credits and must meet with an academic advisor and complete a Conditions of Enrollment Agreement no later than the first day of classes; failure to do so will result in removal from all courses.

Academic Suspension

Students who fail to meet minimum academic standards for two consecutive semesters and do not meet the requirements for Repeat Probation will be suspended for the period of one semester, including any intervening summer session. If already registered for courses in the following semester, they will be de-registered. The notation “Suspension” will be placed on the student’s academic record.

Special permission may be granted by the Office of Student Success and Advisement Services for students to register for summer coursework while academically suspended. Criteria and procedures can be obtained from that office.

Students who are academically suspended for a second or subsequent time will be suspended for a full academic year including summer terms. Readmission to the College after repeat suspension is based on reinstatement policies.

Appeals to the Committee on Academic Status

Students who have been academically suspended may request permission to enroll while on suspended status by appeal to the Committee on Academic Status. Procedures and requirements for appeal can be obtained from the Office of Provost. Students are strongly encouraged to appear in person before the committee to present their appeal, but are not required to do so. If the appeal is sustained, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Students on Repeat Suspension may file an appeal request only for the second semester of the suspension period.

Reinstatement After First Academic Suspension

During the first semester of enrollment following suspension, students are limited to a maximum of 13 credits and must meet with an academic advisor and develop and file a Conditions of Enrollment Agreement prior to registration for classes.

Reinstatement After Second Academic Suspension

Students who have been academically suspended for a second or subsequent time must re-apply for admission and follow all readmission procedures which, in many cases, will require a hearing before the Committee on Academic Status. Procedures and requirements for readmission can be obtained from the Office of Provost. Application for readmission must be received by May 15 for fall reinstatement and October 1 for spring reinstatement.

The Committee on Academic Status has the right to approve or deny a

student's application. If the request for readmission is approved, the student will be allowed to enroll pursuant to the conditions determined by the Committee. The decision of the committee is final. Failure to comply with the enrollment conditions may cause the student to be removed from classes and permission to attend revoked.

Recalculation Policy

The Recalculation Policy provides students with a one-time opportunity to discount coursework from their cumulative grade point average or their earned/attempted ratio. Its purpose is to help students meet the 2.0 GPA requirements for graduation.

Eligibility

To be eligible for a recalculation, students must meet ALL of the following criteria:

Student has not previously been granted a recalculation, GPA recalculation, or internal transfer. Student's cumulative GPA or earned/attempted ratio has been below the minimum standard for the two most recent semesters.

Student has changed his/her academic program. Only grades for courses that are not required in the new (current) program will be discounted. Grades of F and WF will automatically be discounted; grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP must be requested for discount.

Procedure to discount

Each student must complete a recalculation petition. Grades of D-, D, and D+ or grade notations of W, WP, AW, MW, and WP requested for discount, must be specified on the petition.

Student must meet with the registrar to submit and discuss the petition. Recalculation petitions will be processed on an ongoing basis. The registrar will ensure that the student and all course work are eligible for discount. The registrar, by signature of the petition, attests that the student and course work are eligible for discount and sends petition to the dean of instruction for a decision.

Upon approval, the registrar will discount the grades for the approved course work from the student's academic record.

If the petition is granted

The recalculation may only be granted once. Student will lose credits toward graduation for the discounted grades of D-, D, and D+. All course work and grades will remain on the student's academic transcript. Transfer schools may recalculate the student's GPA and not discount any course work. This recalculation is void for honors determination.

Dean's List

At the end of each semester, the provost recognizes students who have demonstrated high academic achievement by naming them to the dean's list. These students must have completed at least 12 credit hours in residence during the semester, or in the case of part-time students, have completed a block of 12 hours (e.g. 12, 24, 36, etc.). The student must be matriculated in a program of study and must have achieved a grade point average of 3.5 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete will not immediately be eligible for the dean's list, but may petition the provost for consideration after the successful completion of the course. Only courses providing college credit will be included in the calculation of the grade point average.

President's Citation

This award will be granted only once to students who are matriculated in a program of study, have completed at least 30 credit hours in residence, and have earned an overall grade point average of 3.8 or better. During the time period upon which the award is based, the student must have earned grades of "C" or better in all classes. A "P" grade or grades for repeated courses will not be included in the calculation. A student receiving an incomplete grade will not immediately be eligible for the president's citation, but may petition the provost and the president for consideration after the successful

completion of the incomplete grade. Only courses providing college credit will be included in the calculation of the grade point average.

Honor Society

A chapter of Phi Theta Kappa (PTK), the only international honor society for American community colleges, was established at the College in 1977. The Alpha Gamma Nu chapter has among its goals the promotion of scholarship, the development of leadership, and the cultivation of fellowship among students. Members of the chapter are involved in many projects, including serving in an advisory capacity to the Office of Academic Affairs regarding academic programs. Students currently matriculated in a degree program will be invited into membership of Phi Theta Kappa if they have maintained a cumulative average of at least 3.5 and have completed 30 or more credit hours, or have attained a 3.8 GPA for 15 credit hours. PTK members must maintain a GPA of 3.2 in order to maintain membership eligibility. Students must meet these requirements at the time of acceptance.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Student Rights and Responsibilities

As fully engaged members of the College community, TC3 students pride themselves in setting a standard of conduct that makes the campus a welcome, dynamic environment. The rights and responsibilities of our students are explained in detail in TC3 Student Rights and Responsibilities, which covers such topics as Student Email Accounts, Human Rights, the Family Educational Rights and Privacy Act (FERPA), Policy on HIV and AIDS, Grievance and Conduct Violation Policies, Academic Policies and Regulations, and Non-Academic Policies and Regulation. The full contents are listed below.

Contents

Student Email Accounts
Human Rights
Family Educational Rights and Privacy Act (FERPA)
Policy on HIV and AIDS
Grievance and Conduct Violation Policies Overview
Academic Policies and Regulations
Statement of Academic Integrity
- Violation of Academic Integrity Policy
- Attendance Policy
- Classroom Behavior
- Grade Challenge
- Disability-Related Accommodation
- Computer Resources Use Protocol
- Non-Academic Policies and Regulations

Non-Academic Code of Conduct
- Non-Academic Code of Conduct Violation Hearing Process
- Policy Against Discrimination and Harassment
- Other Student Grievances
- Weapons on Campus
- Policy on Possession, Use and Sale of Alcoholic Beverages and Illegal Drugs and Drug Abuse Education Programs
- Hazing Prevention
- Bias Crimes Prevention
- Sexual Assault, Domestic/Intimate Partner Violence and Stalking Prevention
- Maintenance of Order Policy

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Campus Policies and Procedures

Office of Public Safety

Policies regarding alcohol, maintenance of order, weapons on campus, sex crimes prevention, crime statistics, and felony offenses are maintained by the College's Office of Public Safety, which is staffed by armed peace officers who have full authority to make arrests and/or referrals to the local criminal courts or the campus judicial administrator.

Health and Safety Committee

Students who have a health and safety concern can use the Health and Safety Committee to address their issues. The committee is comprised of a representative body of faculty, staff, and students, and meets once a month during the fall and spring semesters.

Board of Trustees Policies

The TC3 Board of Trustees, which meets monthly throughout the year, establishes general campus policies that guide the College's specific enforcement of certain issues.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Amidon-Staley, Deborah

Professor, Science / Biology

A.S. and A.A.S., Tompkins Cortland Community College
B.S., M.S., SUNY College at Cortland

2008 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Amidon-Staley

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Janelle Boyd
Her vision of success
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Ansbro, Marianne

Professor of Business Administration, Coordinator of Disney Program

B.S.,Cornell University
CTC Institute of Certified Travel Agents
M.A., George Washington University

Background

Mimi coordinates TC3's Disney College Program. She has worked in hotels, restaurants, and travel agencies and holds a B. S. degree in Hotel Administration from Cornell University and an M. A. in Travel Administration and Tourism Development from The George Washington University.

With professional interests focusing on quality customer service, experiential learning, and international education, she gets great satisfaction helping students to learn from their experiences at the Walt Disney World® Resort.

Email Professor Ansbro

Our Stories

In Shik Lee
A future that works
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Beebe, Ilse

Technical Specialist IV, Science / Biology

A.A.S., SUNY College at Morrisville
B.S., Empire State College

Email Professor Beebe

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Bethony, Danielle

Assistant Professor, Mathematics

B.A., Keuka College
M.S., University of North Texas

Email Professor Bethony

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Blaze Sanders
Big dreams
Full story

TC3 Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Bickford, Franklin

Professor, Chemistry

B.S., SUNY College at Oswego
M.N.S., Arizona State University

1995 Chancellor's/Trustee's Award for Excellence in Teaching

Email Professor Bickford

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Health Services
A healthy campus
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Meet Our Faculty

Cambridge, Joseph

Professor, English

B.A. and M.A., SUNY at Albany

Email Professor Cambridge

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Rosanna Perez
Opening her mind
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Cameron, Jeanne, Ph.D.

Professor, Sociology

B.A., SUNY College at Cortland
M.A., SUNY at Binghamton
Ph.D., SUNY at Binghamton

2002 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Cameron

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Cartagena, Milagros

Assistant Professor, Nursing

B.S., College of Mount Saint Vincent
B.S., University of Phoenix
M.S.N., Holy Family University

Email Professor Cartagena

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Cerretani, Susan

Assistant Professor, English

B.A., SUNY at Oswego
M.S., SUNY at Cortland

Email Professor Cerretani

Our Stories

Janelle Boyd
Her vision of success
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Chase, Lawrence

Professor, Business

B.A., Ithaca College
M.B.A., Syracuse University

2006 Chancellor's/Trustees' Award for Faculty Service

Email Professor Chase

Our Stories

Janelle Boyd
Her vision of success
Full story

PATHWAYS
your key to college

If you are a parent or over 25 years of age, college can be a reality for you.

The financial and academic support you need is available.

Get your degree.
Realize your opportunity to succeed.
TC3 Foundation

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates
Online Learning
Course Search
Register for Classes
Transfer Opportunities
Academic Calendar
Student Services
Policies and Procedures
Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Flaten, David, Ph.D.

Professor, History

B.A., Gustavas Adolphus College
M.A., Ph.D., Fordham University

2009 Chancellor's/Trustees' Award for Excellence in Teaching

The trend today in our instantaneous satisfaction driven world is for busy people to demand simple answers to complex historical problems. In reaction to that, my goal is to expose students to multiple viewpoints, many of which challenge accepted myths about the past. The historian's role is to guide people through the difficult and often contentious decisions that have resulted in our shifting modern world.

I consistently offer courses in Western Civilization I to roughly 1648, as well as part II which runs until the modern era. In addition, World History Since 1500 is a new offering available each semester.

I enjoy spending time with my family, outdoor recreation and gardening, keeping the deer from devouring everything, and chasing my poodle!

Email Professor Flaten

Our Stories

Derik Rich
A place to find yourself
Full story

Delhi
STATE UNIVERSITY of NEW YORK
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Ford, Gary

Professor, Accounting

B.A., University of Alaska, Anchorage
M.S., SUNY Institute of Technology, Utica, Rome

2003 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Ford

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Health Services
A healthy campus
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Ford, Lisa

Professor, English

B.A., Florida Atlantic University
M.A., SUNY at Binghamton

2003 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Ford

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Georgiakaki, Sophia

Assistant Professor, Mathematics

B.S., Athens, Greece University of Economics and Business
M.S., Cornell University

Email Professor Georgiakaki

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Gilewski, Amber

Assistant Professor, Psychology

B.A., The Richard Stockton College of New Jersey
M.A., LaSalle University

Email Professor Gilewski

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Gold, Darlene

Assistant Professor, English

B.A., Boston University
M.F.A., Columbia University

Email Professor Gold

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Blaze Sanders
Big dreams
Full story

TC3 Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Grossman, Richard

Professor, Reading

B.S., Southern Connecticut State College
M.S.Ed., State University College at Oneonta

Email Professor Grossman

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Guest, Christine

Instructor, Communications

A.S., Tompkins Cortland Community College
B.S., Empire State College

Email Professor Guest

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Hallisey, Mary

Learning Lab Specialist IV, Nursing

B.S., University of Connecticut

Email Professor Hallisey

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Hamel, Martha

Professor, Recreation/Lifetime Sports and Recreation Education and Psychology

A.S., Tompkins Cortland Community College
B.S., Ithaca College
M.S., SUNY College at Cortland
M.A., SUNY College at Binghamton

2006 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Hamel

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Haverlock, Kevin

Professor, Business

B.S., LeMoyne College
M.B.A., Syracuse University

Email Professor Haverlock

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Hinchcliff, Robin

Associate Professor, English Speakers of Other Languages ESOL

Chair of English as a Second Language (ESL) Department

B.A., Kirkland College
M.S., Elmira College

2003 Trustees' Award for Excellence in Adjunct Teaching

Background

Robin has been the chair of the ESL department since 2006, and has worked at TC3 since 1997. With a B.A. from Kirkland College and her M.S. Ed. From Elmira College, Robin brings a strong history of teaching excellence and community involvement to our global team. She is the academic advisor for all enrolled ESL students.

Email Professor Hinchcliff

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Imo, ThankGod

Professor, Accounting

B.S., M.P.A., Jackson State University

Professor ThankGod O. Imo has been an educator of accounting and business for more than twenty years in the United States. He has taught at the Mary Holmes College, West Point, Mississippi, and the East Mississippi Community College, Mayhew, Mississippi. He is a member of the New York State Society of Certified Public Accountants (NYSSCPA), the American Accounting Association (AAA), and the Teachers of Accounting at Two-Year Colleges (TACTYC). He is also involved with the Study Abroad TROIKA program, a joint program involving the Santa Fe Community College and the Muscatine Community College and recently led a group of students on the Study Abroad program, sponsored by Drohobych Pedagogical University, to Ukraine.

Professor Imo has been listed among the *Who's Who Among American Teachers*, has been on *Outstanding Faculty of the Year* honoree, and has received a *Faculty, Excellence in Teaching Award* in the past. He is currently a Professor, and the Chair of the Accounting program, at Tompkins Cortland Community College, Dryden, New York

Email Professor Imo

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Jacob, James R., Ph.D.

Associate Professor, Biology

B.S., Allegheny College
Ph.D., University of Texas Health Science Center at San Antonio

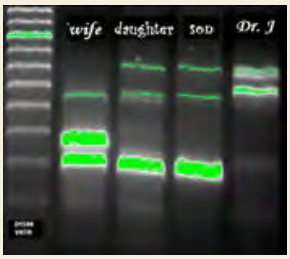
SUNY Chancellor's Award for Excellence in Faculty Service 2010

Background

Dr. James R. Jacob received his Ph.D. from the University of Texas Health Science Center at San Antonio, specializing in viral hepatitis and liver disease. He received a B.S. from Allegheny College in Meadville, Pa. for studies leading to a joint major in biology and chemistry.

Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application:

- Korean Medicinal Therapies for HCV
- Hepatocyte Culture Based Assays



Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

Dr. Jacob developed the Biotechnology degree program at TC3 that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science degree the student may transfer to a bachelor degree program.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

Email Professor Jacob

Our Stories

Hollywood
Learning with the stars
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Johnson, Danielle

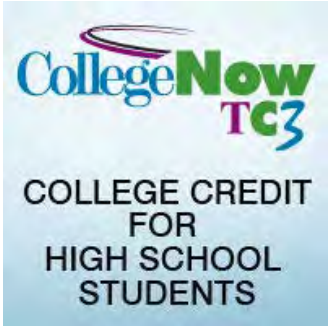
Assistant Professor of Nursing, Nursing

A.S., Cayuga Community College
B.S., Keuka College
M.S.N., Roberts Wesleyan College

Email Professor Johnson

Our Stories

Health Services
A healthy campus
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Johnson, Kimari

Instructor, English

B.A., Oberlin College
M.F.A., Cornell University

Email Professor Johnson

Our Stories

Carrie Buchanan
A tradition of service
Full story

TC3.biz Link to Success

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Kleitz, William

Professor, Electrical Technology

A.A.S., Broome Community College
B.S., Rochester Institute of Technology
M.E., Cornell University

2002 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

Email Professor Kleitz

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Health Services
A healthy campus
Full story

PATHWAYS
your key to college

If you are a parent or over 25 years of age, college can be a reality for you.

The financial and academic support you need is available.

Get your degree.

TC3 Foundation

Realize your opportunity to succeed.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Littell, Harry

Instructor, Art

A.A.S., Rochester Institue of Technology
B.F.A., Cornell University
M.F.A., Alfred University

Email Professor Littell

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Manier, Donna Meadow

Professor, Graphic Design/Computer Graphics

B.F.A., Herron School of Art, Indiana University
M.F.A. SUNY at Buffalo

Email Professor Manier

Our Stories

Ben Currens
More than you might expect
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

McCabe, Timothy

Assistant Professor, Economics / Business

B.A., St. Bonaventure University
M.A., University of West Virginia

Email Professor McCabe

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

McDonough, Kathleen

Associate Professor, Criminal Justice

B.A., SUNY at Buffalo
J.D., SUNY at Buffalo School of Law

Email Professor McDonough

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

McEwan, Kenneth

Professor, Human Services

B.A., SUNY College at Cortland
M.S.W., Syracuse University, C.S.W.

1988 Chancellor's Award for Excellence in Teaching
1989 National Teaching Award for Excellence, University of Texas

Email Professor McEwan

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

McMinn, Glenna

Professor, Nursing

A.A.S., Tompkins Cortland Community College
B.S., Health Science Center at Syracuse
M.S., SUNY at Binghamton

Email Professor McMinn

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Mercer, Patrick

Recreation Leadership / Outdoor Recreation

B.S., Lock Haven University of Pennsylvania
M.S., SUNY at Cortland

2008 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Mercer

Our Stories

Jasmine Fields
An international education
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Mike, Rochelle M.

Professor, Reading

B.A. and M.S., SUNY College at Cortland.

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before... There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at TC3 for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

Email Professor Mike

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Millman, Keith

Associate Professor, New Media

B.F.A., University of Oregon
M.F.A., California College of Arts

Email Professor Millman

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Moody, Frank (Bud)

Professor, Office Administration

B.S. Northern Michigan University
M.S., SUNY at Oswego

Email Professor Moody

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Derik Rich
A place to find yourself
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Moore, Paula

Assistant Professor, Nursing

A.S., Tompkins Cortland Community College
B.A., Buffalo State College
M.S.N., SUNY College at Stonybrook

Email Professor Moore

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Health Services
A healthy campus
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Moser, Sandra

Associate Professor, Nursing

B.S., Fredonia State University
M.A.S., C.A.S., B.S., Syracuse University

Email Professor Moser

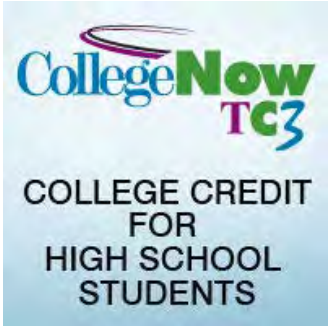
Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Julianna Johnson
A life-changing education
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Need, Bruce

Professor, English

B.A., Western Washington University
J.D., University of Washington School of Law

Email Professor Need

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Ochs, Scott

Professor, Criminal Justice / Sociology

B.A. SUNY College at Cortland
M.A., John Jay College of Criminal Justice

2005 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Ochs

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Pasto, Linda

Professor, Nursing

B.S. and M.S., Syracuse University College of Nursing
B.S., Syracuse University College of Human Development

NEA Foundation Award for Teaching Excellence, 2002
2007 Chancellor's/Trustees' Award for Excellence in Faculty Service

Email Professor Pasto

Our Stories

Rosanna Perez
Opening her mind
Full story

Delhi
STATE UNIVERSITY of NEW YORK
SUNY Delhi bachelor's degree without leaving TC3
You can study part-time or full-time and build upon credits you earned at TC3 or other colleges.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Pastorello, Karen, Ph.D.

Professor, History

B.A., St. John Fisher College
M.A., Arizona State University
Ph.D., Binghamton University

2007 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities

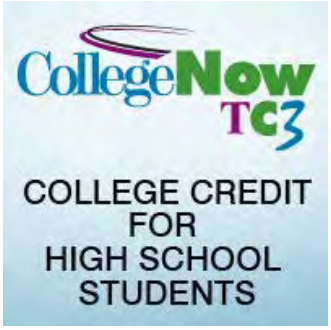
Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include progressive era labor history and labor feminism. She has published several articles that contributed toward her recently published book, "A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America," (University of Illinois Press, 2008).

Email Professor Pastorello

Our Stories

Donna Ryan
From TC3 to Duke University
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Piery, Miguel

Associate Professor, Modern Languages

M.P.S., Cornell University

Email Professor Piery

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Powell, Marsha

Professor, Computer Information Systems

B.S. and M.S., SUNY College at Cortland

2004 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Powell

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Pukstas, Daniel, Ph.D.

Professor, English

B.A., Canisius College
M.A., Purdue University
Ph.D., Syracuse University

1989 Chancellor's Award for Excellence in Professional Service
1998 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Pukstas

Our Stories

Linda Pasto
Partners in possibility
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Putnam, Nancy

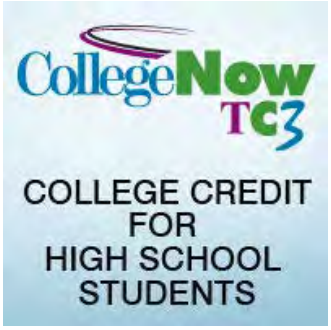
Professor, Mathematics

A.A.S., Corning Community College
B.S., M.S.Ed., SUNY College at Cortland

Email Professor Putnam

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Putnam, Timothy

Associate Professor, Mathematics

A.S., Tompkins Cortland Community College
B.S., M.S. Ed., SUNY College at Cortland

1998 Trustees' Award for Excellence in Adjunct Teaching

Email Professor Putnam

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Rea, Cornelia B., Ph.D.

Professor, Psychology

B.A., Clark University
M.S., University of Oklahoma
Ph.D., Clark University

Teaching Philosophy: I believe learning about Psychology should contribute to your understanding of people around you and also broaden your self-awareness and knowledge. To do this I give assignments which to help students integrate abstract knowledge and theories with their own real life experiences. I also try to provide active learning exercises in every class and materials matched to a variety of learning styles and modalities (visual, verbal, experiential and even kinesthetic where possible). Finally, my background in cognitive psychology makes me highly aware of how students are best able to learn information and retain it. I am also very interested in positive psychology and helping students identify and develop their personal strengths in ways that will allow them to have fulfilling experiences at TC3 and in life in general.

Courses Taught: Social Psychology, Introduction to Psychology, Social Science Capstone (Topic: Conflict Resolution), Freshman Seminar.

Other Interests: Among many other interests, I have worked as a volunteer mediator in Cortland County for the last five years. I have training in family mediation, custody mediation, Special Ed. Mediation, community mediation and environmental conflict resolution techniques. I also sing in a multicultural chorus in Ithaca.

Favorite Quote: "Whereever a process of life communicates an eagerness to him who lives it, there the life becomes genuinely significant."
William James, one of the grandfathers of the psychology field and a great thinker.

Email Professor Rea

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Regula, Anna

Instructor, Reading and Study Skills

B.S., M.S.Ed., SUNY College at Cortland

Email Professor Regula

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3 Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Sambolec, Eric, Ph.D.

Associate Professor, Psychology

B.A., Ithaca College
M.A., Ph.D., Michigan State University

Email Professor Sambolec

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Sammis, Carol

Assistant Professor, Early Childhood Education

B.A., Juniata College
M.S., SUNY at Cortland

Email Professor Sammis

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Janelle Boyd
Her vision of success
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Sarachan, Robert

Professor, Paralegal

B.A., Harper College
B.S., SUNY College at Binghamton
M.S., Syracuse University
M.B.A. and J.D., Indiana University.

Email Professor Sarachan

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Schmidt, Melissa, Ph.D.

Associate Professor, Nursing

B.S., M.S., Binghamton University
Ph.D., Binghamton University

Email Professor Schmidt

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Sharpe, Kimberly

Professor, Nursing

B.S., Hartwick College
M.S., Syracuse University

Email Professor Sharpe

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Sheldon, Mary

Instructor, Mathematics

B.S., University of Colorado, Boulder
B.S., SUNY College at Cortland
M.S., Walden University

Email Professor Sheldon

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Blaze Sanders
Big dreams
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Smith, Joseph, Ph.D.

Professor, Chemical Dependency Counseling

B.S., Utica College
M.S.W., Syracuse University
Ph.D., Smith College School for Social Work

Email Professor Smith

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Meet Our Faculty

Smith, Tammy

Associate Professor, Computer Information Systems

A.S., Broome Community College
B.S., M.S., Binghamton University

Email Professor Smith

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Meet Our Faculty

Snyder, David

Professor, Sport Management

B.A., Nazareth College of Rochester
J.D., University of Tennessee

Email Professor Snyder

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Hollywood
Learning with the stars
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Spencer, Rebecca

Professor, Nursing

B.S., SUNY College at Utica/Rome
M.S., Syracuse University

1994 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Spencer

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Stafford, Susan

Assistant Professor, Hotel & Restaurant Management

A.A.S., SUNY College at Canton
B.S., Niagara University

Email Professor Stafford

Our Stories

Kelly Wessell
The place to teach
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Starmer, Ronald

Professor, English

A.S., Tompkins Cortland Community College
B.A., Syracuse University
M.A., SUNY College at Cortland

2007 Chancellor's/Trustees' Award for Excellence in Teaching

Email Professor Starmer

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Admissions Office
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.
607.844.6580
admissions@TC3.edu

Meet Our Faculty

Stavenhagen-Helgren, Tina

Professor, Sociology

A.S., Hudson Valley Community College
B.S.W., Eastern College
M.A., SUNY at Binghamton

2000 Trustees' Award for Excellence in Adjunct Teaching.

Learning about cross-cultural issues really intrigues me; especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples and I encourage students to expand their worldviews through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and the Dominican Republic has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado.

Educational background: Associates in Human Services, Hudson Valley Community College; BSW, Eastern College; MA Cultural Anthropology, Binghamton University.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork.

Email Professor Stavenhagen-Helgren

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Swinnich, Janet

Professor; Physics, Electrical Technology, Engineering Science

B.S., St. Lawrence University
M.S., Cornell University

Email Professor Swinnich

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Tate, Philip

Professor, English

B.S., Kansas State University
M.F.A., Vermont College of Norwich University

Email Professor Tate

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

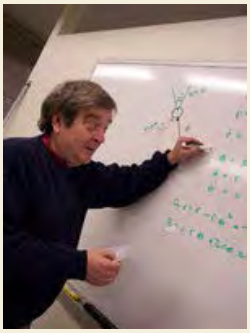
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Testa, Paul

Professor, Construction Technology



B.S., Cornell University; Professional Engineer

Email Professor Testa

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Vande Berg, Travis, Ph.D.

Assistant Professor, Sociology

B.A., Central College
M.A., Ph.D., Loyola University

Email Professor Vande Berg

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Meet Our Faculty

Wessell, Kelly, Ph.D.

Associate Professor, Biology

B.S., M.S., Ph.D., Michigan State University

Email Professor Wessell

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Esther Williams
The thriving artist
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Meet Our Faculty

Whitener, Ken

Associate Professor, Computer Science

B.A., Georgia State University
M.S., American Intercontinental University

Email Professor Whitener

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Wood, Nadine

Professor, Medical-Surgical Nursing

A.A.S., Tompkins Cortland Community College
B.S., Syracuse University
M.S.N., SUNY at Binghamton

Email Professor Wood

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Meet Our Faculty

Xaver, Chris, Ph.D.

Professor, Communication and Media Arts

B.S., M.A., Syracuse University
Ph.D.,Capella University

Background

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. TC3, as it's known, is part of the State University of New York system (SUNY).

Chris brings to TC3 a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At TC3, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that focuses students on strengths rather than weaknesses.

Email Professor Xaver

Our Stories

Dryden Mutual
Mutual benefit
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Honors College

PSYC 103, Introduction to Psychology Honors Option

Welcome to the Spring 2011 semester at TC3. If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

Description

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

Purpose of proposal

To provide access for more students enrolled in PSYC 103 to earn Honors credit.

To provide more challenging coursework for talented students enrolled in PSYC 103.

Enrollment prerequisites

Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.

Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.

If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.

Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

Criteria to earn Honors credit

A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.

Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.

Successful completion means earning a minimum grade of 85 out of 100 points on each assignment.

The final grade will be determined by combining the grade that the student earned in the regular section of the course with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H

Our Stories

Rosanna Perez
Opening her mind
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

Logistics

Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.

Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**

This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.

At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.

Only students currently enrolled in PSYC 103 may earn the Honors credit.

A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

How to Register for the Honors Option for PSYC 103, Introduction to Psychology

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tc3.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

Sign the form at the bottom.

Get your Advisor's signature to verify that you have the prerequisites for entering into this option.

Turn the form into the Room 215.

You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

For More Information

Professor Karen Pastorello
Honors Director
607.844.8222, Ext. 4233
Email Professor Pastorello

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Salamanca, Spain: Anthropology

Date: May 20 - June 3, 2012
Cost: $1,900

Opportunities

Spring - May
- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January
- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Program Cost Includes

- 13 overnight stays in home-stay settings
- Entrance/admission to all attractions
- Three meals per day
- Transportation to all included activities
- Transportation rental costs
- Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, beverages and lunches (except where specified), any applicable baggage-handling fees imposed by the airlines, or entrance/exit taxes.

Activities

Travel with Tompkins Cortland Community College to Salamanca, Spain, a beautiful medieval city with a cosmopolitan undercurrent. Students will be immersed in the language, culture and society of Central Spain through home-stay accommodations.

Spanish language classes will be conducted on-site by the TC3 faculty, allowing students to expand upon their day-to-day interactions.

The trip itinerary also includes excursions to healthcare settings, beautiful parks, museums, restaurants and numerous cultural centers.

Course Offered

SPAN 101 (Beginning Spanish I)
Occupational Spanish Study Abroad

ANTH 260 (Culture Survey for Study Abroad)
Culture and Survey Study Abroad

Instructors

Course descriptions are in the TC3 catalog. Registration is limited and by permission of the instructors. Contact Miguel Piery or Paula Moore for more information.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

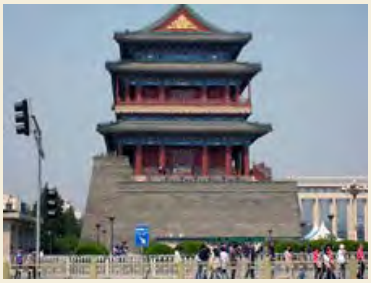
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

China - Emerging International Business

Visit Tiananmen Squares, Forbidden City, Great Wall of China, Shanghai World Financial Center

Date: May 21- June 1 2012
Cost: $4500. Tuition not included.
Open to any college student or community member. Hurry! Limited space available. Registration is by permission of instructor only.
Learn more about this program, download our **informational brochure**.



Opportunities

Spring - May
- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January
- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Program Cost Includes

- Accommodations in clean, safe hotels with private bathrooms
- Round-trip airfare from JFK
- Continental breakfast daily and dinner as specified
- Comprehensive sightseeing tours and excursions lead by licensed local guides as specified
- Airport transfers and transportation between destination cities
- Transportation to all included activities
- Business and academic visits are available
- Transportation and rental costs
- Mandatory insurance

Activities

Opportunity to see International **Business in action** at a service, merchandising and manufacturing company in Beijing, Shanghai and Hong Kong

Delve into your academic interest abroad

Travel with your professor and friends and experience your coursework on a **global scale**

Get study abroad experience at a significantly lower cost than a semester abroad and

Experience a new culture

Course Offered

BUAD 249 SA 01 (International Business Applications)

Instructors

Our Stories

Health Services
A healthy campus
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Course descriptions are in the TC3 catalog. Registration is limited and by permission of the instructors. Contact Dr. Thank God Imo for more information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Colombia - Ecology and History

A fabulous two-week trip to one of the most biologically diverse countries in the world.

Date: May 18- June 1, 2012

Cost: $2900. Tuition not included.

Open to any college student or community member. Hurry! Limited space available. Registration is by permission of instructor only.

Opportunities

Spring - May

- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January

- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Program Cost Includes

- 14 overnight stays in hotels and lodges
- Round-trip airfare
- Entrance/admission to all attractions
- Transportation rental costs
- Insurance *(mandatory)*
- All Meals

Activities

Visit several different biomes including the tropical rainforest, tropical dry forest, cloud forests, and alpine zone while traversing the Andes Mountains in central Colombia.

Learn about the history and politics of Colombia from pre-Colombian times to the present.

Meet local scientists while performing your own tropical research.

Course Offered

BIOL 116 (Tropical Field Natural History) will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260 (Topics in Modern Latin America) surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

Instructors

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Course descriptions are in the TC3 catalog. Registration is limited and by permission of the instructors. Contact Dr. Kelly Wessell (WesselK@TC3.edu) or Dr. David Flaten for more information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Colombia: Health

A cultural immersion experience in international health concerns and care

Date: May 26–June 12, 2012

Cost: $1,800

Program Cost Includes

- 15 overnight stays with host families affiliated
- with UNIMINUTO in Bogota, Colombia
- Round-trip airfare
- Breakfast
- Laundry service at host family
- Transportation to all included activities
- Transportation rental costs
- Insurance (mandatory)

Opportunities

Spring - May
Spain: Anthropology
China: Business
Colombia: Ecology
Colombia: Health
Colombia: Literature
Italy: Culture & Cuisine

Fall - January
Ecuador: Travel Writing
Ireland: History
Nicaragua: Health

Activities

In affiliation with the university UNIMINUTO, and while staying with host families, you will learn about the culture and history of Colombia. You will visit neighboring villages to assess the needs of the Colombian people and provide health assessments and screenings. You also will have the chance to visit museums, restaurants, and historical sites of interest during your free time on weekends. As one former student who took this trip put it, this is “the opportunity of a lifetime.” Experience the beauty, people, and culture of Colombia.

Course Offered

HLTH / NURS 249 Health Care Onsite - Colombia
Study Abroad, 3 Credits, 1 lecture, 6 labs

This course provides a cultural immersion experience in international health concerns and care via a short term study abroad trip in Bogota, Colombia. Students will be guided through the process of setting up several home health visits. Traditional medicinal practices and beliefs are explored. Home visits to work with individual families on primary and secondary health interventions and hospital rotations to observe the delivery of tertiary care. Participants will work in small groups on self selected projects. Service learning is the conceptual framework. An understanding of the regions health care needs will be explored and the components of community assessment are introduced. Pre and post trip work is assigned. This is an adventurous learning opportunity which can broaden a student's worldviews.

Instructors

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Milagros Cartagena, RN, MSN is an assistant professor of nursing at TC3. She has been a nurse for 24 years, a clinical instructor for the past nine years, and has taught at TC3 for four years. Professor Cartagena, a native of Puerto Rico, traveled to Bogota in 2010 with four students. She is passionate about international health care and supporting students' experiences abroad.

Contact Ms. Cartagena at 844.8222, Ext. 4443, or by email for more information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Colombia: Literature & Culture

Date: May 19 - June 2, 2012
Cost: $2,700

Program Cost Includes

14 nights in a local hotel, including one night in Santa Marta

Airfare

All transportation rental costs in-country

Meals during excursions included

Admission to all programmed lectures

Guided visits to the places of interest programmed

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, beverages and meals outside of excursions, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215

Opportunities

Spring - May

- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January

- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Activities

Believed by many to be one of the world's greatest writers, Gabriel García Márquez is a Colombian-born author and journalist and winner of the 1982 Nobel Prize for Literature. Gabriel García Márquez first experienced international fame for his masterpiece, One Hundred Years of Solitude, one of the most significant novels of twentieth century literature. Tompkins Cortland Community College, in alliance with Universidad Tecnologica de Bolivar at Cartagena de Indias, is offering all students and faculty an opportunity to study the life and work of the renowned Márquez.

English 250, Field Studies in English, is designed especially for English-speaking students. Students will explore, analyze, and evaluate the works of critics and scholars who have been inspired to write and publish their interpretations and insights about the Colombian Nobel award-winning writer.

Course Offered

ENGL 250, 3 credits
Literary and Cultural Study Abroad

Our Stories

Derik Rich
A place to find yourself
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Instructors

Ron Starmer

Professor Starmer teachers literature and writing courses at Tompkins Cortland Community College. Contact Ron in room 220, at 607.844.8222, Ext 4386 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Italy: Culture & Cuisine

A cultural immersion experience in international health concerns and care

Date: May 26-June 10, 2012
Cost: $4,200

Opportunities

Spring - May

- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January

- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Program Cost Includes

13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence

Airfare

All transportation costs in-country, and U.S. to airport

27 meals included (two per day)

Admission to all programmed lectures and activities

Guided visits to the places of interest

Insurance (mandatory)

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

Scholarships may be available for qualified students through the TC3 Office of Financial Aid, room 215.

Activities

Experience the breathtaking scenery, art, and ancient historical sites of Italy. Spend time in Florence, the city of the Renaissance, surrounded by the beautiful Chianti hills. Become an active visitor and not a passive tourist by immersing yourself into the lifestyles of the people of this region. Dine in regionally acclaimed authentic Italian restaurants and visit the wineries of Tuscany.

Enjoy hands-on cooking and wine classes taught by world class Italian chefs and instructors from the Apicius International School of Hospitality. Walk the local farm markets, and learn how the Mediterranean Diet has sustained the people of Italy and become a world phenomenon. The culture, cuisine, charm, and warmth of Italy all are waiting to be discovered.

Course Offered

HRMG 220, 3 credits

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

International Culture and Cuisine

ANTH 260, **3 credits**
Fieldwork in Anthropology

Instructors

Susan Stafford
Is chair of the Hotel and Restaurant Management and Wine Marketing Programs at TC3. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by Email.

Marcia Patitucci Waffner
Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 112, at 607.844.8222, Ext. 4720 or by Email.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Ecuador

Home to volcanic hot springs, indigenous villages, modern cities, spectacular sights, breathtaking snow-covered peaks and countless butterflies, birds, frogs and orchids: **Ecuador has to be seen to be believed**.

Combine English and Sociology electives with a visit to Ecuador in the Andes mountains.

Date: During Winter Break

Cost: Approximately $2,000. Recommended $200 for personal spending and other meals. Tuition costs not included.

Opportunities

Spring - May
- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January
- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Open to any college student or community member. Hurry! Limited space available. Registration is by permission of instructor only.

Participants, their friends and families and those thinking about going on the trip are invited to join the **Facebook** group, TC3 Study Abroad Ecuador trip. The group page provides personal experiences, photos, and detailed trip information. Join the group and be part of the adventure.

Program Cost Includes

- Round-trip airfare
- 14 overnight stays in budget hotel
- Insurance (mandatory)
- 14 meals
- Entrance/admission to all attractions
- Local transportation and guides

Activities

Visit an alpine national park high in the Andes mountains.

Enjoy getting to know a beautiful colonial city.

Travel through this lovely and peaceful country.

Meet local people in colorful villages.

Explore pre-Incan ruins.

Courses Offered

ENGL 149 Transformative Travel Writing
Study Abroad, 3 Credits

This course can be used to fulfill a Tompkins Cortland Community College liberal arts, humanities, or unrestricted elective requirement.

SOCI 149 Sociology Fieldwork
Study Abroad, 3 Credits

This course can be used to fulfill a Tompkins Cortland Community College liberal arts, social science, or unrestricted elective requirement.

Note: The classes meet fall semester on Friday afternoons from 2–4 p.m. leading up to the trip.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Instructors

Course descriptions are in the TC3 Fall 2011 course schedule. Registration is limited and by permission of the instructors. Contact Susan Cerratani or Kris Altucher for more information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Ireland

Living History, Living Literature
A TC3 International Travel Experience

Travel with Tompkins Cortland Community College to Ireland, where history and literature are forever intertwined. We will experience cities like Dublin, one of the most vibrant in Europe, and wander through the timeless Irish countryside. We will explore historical sites and go to places associated with Ireland's rich literary heritage. Whether you are a seasoned traveler or ready for your first big travel adventure, this study abroad opportunity should not be missed.

Opportunities

Spring - May
- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January
- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Date: During Winter Break

Cost: Approximately $2,400.

Note: Tuition and food costs are not included. Students will need at least $500 for food.

Program Cost Includes

- Round-trip airfare
- Thirteen overnight stays in modern youth hostels
- Entrance/admission to all attractions
- Transportation rental costs
- Insurance

General Itinerary

Beginning with five nights in Dublin, with a trip around Ireland that includes three nights in Galway, one in Liscannor and Cashel, two in Kinsale and finishing back in Dublin engages students in the history through the literary eyes of Irish writers. Join us in our journey, and see the world of literature and history through another culture's eyes!

Scholarships

Scholarships may be available for qualified students

Course Offered

English 250, Field Studies in Literature, 3 credits
History 230, Irish History, 3 credits

Instructors

Daniel Pukstas, English
John Sheehan, History

Interested students must contact Daniel Pukstas (Office Suite 241) before registering.

Our Stories

Health Services
A healthy campus
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Looking for Adventure?
Come with us to Nicaragua this winter!

Be part of a team that delivers care to very underserved populations on the Atlantic Coast of Nicaragua.

Earn **3 credits** of International Health-on-site in Nicaragua

3 Credits of Spanish Language and Culture of Nicaragua

Date: During Winter Break

Cost: Approximately $2000 (this includes round trip flight from Ithaca to Managua)

An additional cost is your round trip ticket to Managua, Nicaragua.

Opportunities

Spring - May
- Spain: Anthropology
- China: Business
- Colombia: Ecology
- Colombia: Health
- Colombia: Literature
- Italy: Culture & Cuisine

Fall - January
- Ecuador: Travel Writing
- Ireland: History
- Nicaragua: Health

Program Cost Includes

- Hotels
- Most meals
- Round-trip airfare Managua to Puerto Cabezas
- Local Transportation
- Team Shirt

Activities

We will be **administering clinics** in rural areas

We will **work with local organizations** to plan projects, i.e. Orphanage, Woman's shelter, Youth programs against drugs, hospital visits and clinic visits, Organization for the disabled, the Red Cross

Explore the lush tropical setting, beaches, lagoons, volcanoes, lakes, museums

Participate in shopping for and appreciating local handcrafts, furniture, carvings, hammocks, craft items

Work with local natural healers

Visit and work with local TV station

Course Offered

HLTH 216, International Health on site in Nicaragua
HUMS 160, Spanish Language and Culture of Nicaragua

There is some preparatory online work to be completed in the fall and the coursework is all completed during winter intersession.

For more information

Paula Moore
Tompkins Cortland Community College
Telephone: 607.844.8222, Ext. 4280
Email Paula Moore
Fax: 607.844.9665

Our Stories

Kelly Wessell
The place to teach
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Applied Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su
BUAD106, Foundations of Business	3	Sp, Su
CAPS, CAPS Elective	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
Minimum Total Semester Credits	**13**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su
ACCT120, Accounting on Microcomputers*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT203, Intermediate Accounting I*	4	Sp, Su
ACCT207, Income Taxation*	4	Sp, Su
BUAD201, Business Law I	3	Sp, Su
ECON, ECON Elective	3	Sp, Su
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ACCT204, Intermediate Accounting II*	4	Sp, Su
ACCT205, Cost Accounting*	4	Sp, Su
BUAD203, Business Communications	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100 and each of the major courses: ACCT 101, 102, 120, 203, 204, 205, and 207.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH132, College Algebra and Trigonometry	3	Sp, Su
OR MATH135, Precalculus Mathematics		Sp, Su
OR MATH201, Calculus I		Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II*	4	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
►**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
BUAD201, Business Law I*	3	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
MATH200, Statistics	3	Sp, Su
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
►**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
BUAD202, Business Law II*	3	Sp, Su

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

ECON121, Principles of Macroeconomics	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
Science Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100, and all ACCT and BUAD courses.

SUNY GEN ED Restricted Elective: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Accounting: Certificate
Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Accounting

Course	Credits	Schedule
ACCT101, Principles of Accounting I*	4	Sp, Su
ACCT102, Principles of Accounting II*	4	Sp, Su
ACCT203, Intermediate Accounting I*	4	Sp, Su
ACCT204, Intermediate Accounting II*	4	Sp, Su
►**ACCT or BUAD or ECON Elective**	6	Use Schedule Search for electives
►**Restricted Elective(s)**	7	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

A "C" or better grade in all ACCT courses.

Restricted Electives: (Select from ACCT 120, ACCT 205, or ACCT 207)

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Health Services
A healthy campus
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su
BIOT101, Introduction to Biotechnology	1	Sp, Su
CAPS, CAPS Elective	1	Sp, Su
CHEM101, Principles of Chemistry I	4	Sp, Su
OR CHEM107, General Chemistry I		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BIOL206, Molecular Genetic Techniques	1	Sp, Su
BIOL216, General Microbiology*	4	Sp, Su
BIOL221, Cell Culture Techniques	1	Sp, Su
CHEM102, Principles of Chemistry II	4	Sp, Su
OR CHEM108, General Chemistry II		Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
MATH132, College Algebra and Trigonometry	3	Sp, Su
OR MATH135, Precalculus Mathematics		Sp, Su
OR MATH201, Calculus I		Sp, Su
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL220, Cell Biology	3	Sp, Su
OR BIOL205, General Genetics		Sp, Su
OR BIOL201, Human Anatomy and Physiology I		Sp, Su
CHEM205, Organic Chemistry I	4	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
MATH200, Statistics	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOT295, Biotechnology Seminar	2	Sp, Su
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**Biotechnology Restricted Elective 1**	3	Use Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
►**Biotechnology Restricted Elective 2**	3	Use Schedule Search for electives
►**SUNY GEN ED Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

A "C" or better grade is required in ENGL 100, BIOL 104 and BIOL 216. A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Restricted Elective (1st): To be selected in consultation with the advisor in order to meet transfer requirements of specific baccalaureate degree programs and/or SUNY General Education requirements.

Restricted Elective (2nd): Any BUAD, or 200-level BIOL, CHEM, or MATH course; to be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Biotechnology: Certificate
Minimum Credits for Graduation: 31

Printable Worksheet (pdf)

Required Courses-2BT

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Sp, Su
OR BIOL104, General Biology I		Sp, Su
BIOL102, Principles of Biology II	3	Sp, Su
OR BIOL105, General Biology II		Sp, Su
BIOL112, Essentials of Medical Microbiology	3	Sp, Su
OR BIOL216, General Microbiology		Sp, Su
BIOL220, Cell Biology	3	Sp, Su
OR BIOL216, General Microbiology		Sp, Su
OR BIOL211, Ecology		Sp, Su
OR BIOL205, General Genetics		Sp, Su
OR BIOL201, Human Anatomy and Physiology I		Sp, Su
BIOL206, Molecular Genetic Techniques	1	Sp, Su
BIOL221, Cell Culture Techniques	1	Sp, Su
BIOT101, Introduction to Biotechnology	1	Sp, Su
BIOT295, Biotechnology Seminar	2	Sp, Su
CHEM101, Principles of Chemistry I	4	Sp, Su
OR CHEM107, General Chemistry I		Sp, Su
CHEM102, Principles of Chemistry II	4	Sp, Su
OR CHEM108, General Chemistry II		Sp, Su
MATH200, Statistics	3	Sp, Su
►**ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**31**	

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Radio: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su
COMM101, Mass Media*	3	Sp, Su
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su
COMM120, Broadcast Operations*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su
►**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
COMM220, Radio Production*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
OR SOCI101, Introduction to Sociology		Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM170, Broadcast Copywriting*	3	Sp, Su
COMM230, Broadcast Communication Skills*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
►**Humanities Elective**	3	Use Schedule Search for electives
►**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM160, Broadcast Journalism*	3	Sp, Su
COMM225, Communication Law and Ethics*	3	Sp, Su
COMM262, Portfolio Preparation-Communication*	1	Sp, Su
►**Lab Science Elective**	3	Use Schedule

Our Stories

Meena Yousufzai
An appreciation for opportunity
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
Program Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**13**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (four courses): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Broadcast Production - Television: Associate in Applied Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 106, Introduction to Photojournalism	3	Sp, Su
COMM101, Mass Media*	3	Sp, Su
COMM110, Aesthetics/Techniques of Video and Film Editing*	1	Sp, Su
COMM111, Foundations of Digital Editing*	1	Sp, Su
COMM112, Foundations of Motion Graphics*	1	Sp, Su
COMM120, Broadcast Operations*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su
COMM140, Introduction to Field Production*	3	Sp, Su
COMM210, Production and Direction*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM245, Professional Video Editing and Post Production*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Program Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM145, DVD Authoring*	1	Sp, Su
COMM225, Communication Law and Ethics*	3	Sp, Su
COMM262, Portfolio Preparation-Communication*	1	Sp, Su
COMM290, Television News Production*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
OR SOCI101, Introduction to Sociology		Sp, Su
▶ **Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TC3 Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Restricted Program Electives (two): Select from Liberal Arts, Business, or Communication areas. Program advisor approval is required. ENGL 237 and ENGL 239 are recommended for students who wish to develop strengths in print and/or online writing.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business*	3	Sp, Su
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
►**Humanities Elective**	3	Use Schedule Search for electives
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
BUAD204, Principles of Marketing*	3	Sp, Su
BUAD208, Principles of Management*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su
BUAD201, Business Law I*	3	Sp, Su
BUAD203, Business Communications*	3	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
►**Business Administration Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BUAD290, Applied Management Seminar*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
►**Business Administration Elective**	6	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule

Our Stories

Dryden Mutual
Mutual benefit
Full story

PATHWAYS
your key to college

If you are a parent or over 25 years of age, college can be a reality for you.

The financial and academic support you need is available.

Get your degree.
Foundation
Realize your opportunity to succeed.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all BUAD courses.

BUAD Electives: SOCE 205 Organizational Behavior may be taken for one of the BUAD Electives.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Business Administration: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH132, College Algebra and Trigonometry	3	Sp, Su
OR MATH135, Precalculus Mathematics		Sp, Su
OR MATH201, Calculus I		Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su
BUAD111, International Business	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
MATH200, Statistics	3	Sp, Su
►**ACCT or BUAD or Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECON121, Principles of Macroeconomics	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
►**ACCT or BUAD or Liberal Arts Elective**	6	Use Schedule Search for electives
►**Lab Science Elective**	3	Use

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

ACCT, BUAD, or Liberal Arts Electives: Based on transfer plans, a student may want to select a SUNY GEN ED approved course for one of these requirements in order to completely satisfy SUNY GEN ED requirements for a baccalaureate degree.

SUNY GEN ED Restricted Electives: Select courses that satisfy two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Business Management: Certificate

Minimum Credits for Graduation: 35

Printable Worksheet (pdf)

Business Management (2)

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
ACCT102, Principles of Accounting II	4	Sp, Su
BUAD103, Entrepreneurship I	3	Sp, Su
BUAD104, Business Mathematics	3	Sp, Su
BUAD106, Foundations of Business	3	Sp, Su
BUAD201, Business Law I	3	Sp, Su
BUAD203, Business Communications	3	Sp, Su
BUAD204, Principles of Marketing	3	Sp, Su
BUAD208, Principles of Management	3	Sp, Su
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ECON101, Introduction to Economics	3	Sp, Su
OR ECON120, Principles of Microeconomics		Sp, Su
Minimum Total Semester Credits	**35**	

While ENGL 100 and ENGL 101 are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
HLTH207, Drug Studies	3	Sp, Su
HLTH208, Alcohol and Alcoholism	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su
OR PSYC208, Developmental Psychology: The Adult		Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
►**MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL101, Principles of Biology I	3	Sp, Su
CDSC200, Chemical Dependency Field Work I	4	Sp, Su
CDSC201, Chemical Dependency Counseling Theory	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
PSYC209, Abnormal Psychology	3	Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL102, Principles of Biology II	3	Sp, Su
CDSC220, Chemical Dependency Field Work II	4	Sp, Su
CDSC225, Family Counseling and Chemical Dependency	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH Elective: MATH 109 or 110 for students not planning to transfer;

Our Stories

Jasmine Fields
An international education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

MATH 109, 132, 135, 200, or 201 for transfer students.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Chemical Dependency Counseling: Certificate

Minimum Credits for Graduation: 26

Printable Worksheet (pdf)

Chemical Dependency Counseling

Course	Credits	Schedule
CDSC101, Introduction to Chemical Dependency Counseling	3	Sp, Su
CDSC200, Chemical Dependency Field Work I	4	Sp, Su
CDSC201, Chemical Dependency Counseling Theory	3	Sp, Su
CDSC220, Chemical Dependency Field Work II	4	Sp, Su
CDSC225, Family Counseling and Chemical Dependency	3	Sp, Su
HLTH207, Drug Studies	3	Sp, Su
HLTH208, Alcohol and Alcoholism	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
Minimum Total Semester Credits	**26**	

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Communication and Media Arts: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
COMM100, Creating Online Media*	3	Sp, Su
COMM101, Mass Media*	3	Sp, Su
COMM120, Broadcast Operations*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
FSS 160, Freshman Seminar - Communication and Media Arts	1	Sp, Su
IRM 101, Research Strategies	1	Sp, Su
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
COMM140, Introduction to Field Production*	3	Sp, Su
COMM160, Broadcast Journalism*	3	Sp, Su
COMM225, Communication Law and Ethics*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**Program Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
COMM230, Broadcast Communication Skills*	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
MATH200, Statistics	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
COMM262, Portfolio Preparation-Communication*	1	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
►**Restricted History Elective**	3	Use Schedule Search for electives
►**Program Elective**	3	Use Schedule Search for electives
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in ENGL 100 and all COMM courses.

Program Electives: Select from liberal arts, business, or communication disciplines. Program advisor approval is required. Students interested in Radio Journalism should take COMM 285; those interested in TV Journalism should take COMM 295.

Restricted Elective: Select from: ART 101, ART 102, ART 111, ENGL 200, or MUSI 101

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Forensics: Associate in Applied Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CIS 108, Introduction to Computer Information Systems	3	Sp, Su
OR CSCI 160, Introduction to Computer Programming		Sp, Su
CRJU 105, Introduction to Criminal Justice	3	Sp, Su
ENGL 100, Academic Writing I*	3	Sp, Su
SOCI 101, Introduction to Sociology	3	Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CFOR 110, Security System Design and Analysis	3	Sp, Su
CIS 132, Network Design	3	Sp, Su
CIS 213, Programming in C++	3	Sp, Su
CRJU 210, Introduction to Criminal Investigation	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CAPS 152, Web Page Design	1	Sp, Su
CFOR 210, Computer Forensics	3	Sp, Su
CFOR 220, Intrusion Detection	3	Sp, Su
CIS 215, Operating Systems	3	Sp, Su
SOCI 207, Introduction to Criminology	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CFOR 230, Search and Seizure-Legal and Privacy Issues	3	Sp, Su
CFOR 240, Economic Crime Investigation	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su
PSYC 103, Introduction to Psychology	3	Sp, Su
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Information Systems: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS123, Advanced Spreadsheets	1	Sp, Su
CAPS152, Web Page Design	1	Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Sp, Su
OR CSCI160, Introduction to Computer Programming		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su
CAPS133, Advanced Databases	1	Sp, Su
CIS 132, Network Design	3	Sp, Su
CIS 213, Programming in C++	3	Sp, Su
CIS 214, Systems Analysis and Design	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 215, Operating Systems	3	Sp, Su
CIS 220, Database Concepts	3	Sp, Su
CIS 223, Programming in C++ Advanced Topics	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su
CIS 225, JAVA	3	Sp, Su
OR CSCI165, Computing Fundamentals I		Sp, Su
CIS 227, Web Programming & Design	3	Sp, Su
CIS 230, Computer Information Systems Internship	3	Sp, Su
►	3	Use

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

SUNY GEN ED Humanities Elective		Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - General Sequence: Associate in Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su
CAPS133, Advanced Databases	1	Sp, Su
CAPS152, Web Page Design	1	Sp, Su
CSCI160, Introduction to Computer Programming	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH135, Precalculus Mathematics	3	Sp, Su
MATH200, Statistics	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
MATH181, Discrete Mathematics	3	Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

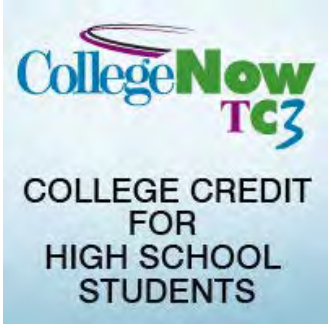
Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su
CSCI205, Computing Fundamentals II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
MATH201, Calculus I	4	Sp, Su
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
CSCI210, Assembly Language and Computer Systems	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
MATH202, Calculus II	4	Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives

Our Stories

Hollywood
Learning with the stars
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit SUNY GEN ED elective. The course should be selected in consultation with the student's advisor.

MATH 135: MATH course placement depends on student background. If exempted from MATH 135, the student must complete another course which should be selected in consultation with his/her advisor.

SUNY GEN ED Restricted Electives: Select from approved courses for one the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language. Students must select restricted electives from different areas.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Science - Engineering Sequence: Associate in Science

Minimum Credits for Graduation: 64

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS131, Introduction to Databases	1	Sp, Su
CAPS133, Advanced Databases	1	Sp, Su
CSCI160, Introduction to Computer Programming	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH200, Statistics	3	Sp, Su
MATH201, Calculus I	4	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI165, Computing Fundamentals I	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
MATH181, Discrete Mathematics	3	Sp, Su
MATH202, Calculus II	4	Sp, Su
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
CIS 220, Database Concepts	3	Sp, Su
CSCI205, Computing Fundamentals II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
MATH203, Calculus III	4	Sp, Su
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
CSCI210, Assembly Language and Computer Systems	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
►**SUNY GEN ED Restricted Elective**	6	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 should substitute MATH 206 Differential Equations.

SUNY GEN ED Restricted Electives: Select from approved courses for two of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, 8-The Arts, or 9-Foreign Language. Students must select restricted electives from

Our Stories

Derik Rich
A place to find yourself
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

different areas.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Computer Support Specialist: Associate in Applied Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS123, Advanced Spreadsheets	1	Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Sp, Su
OR CSCI160, Introduction to Computer Programming		Sp, Su
CSS 112, Hardware Repair and Maintenance	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD106, Foundations of Business	3	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
CAPS133, Advanced Databases	1	Sp, Su
CAPS152, Web Page Design	1	Sp, Su
CIS 132, Network Design	3	Sp, Su
CIS 214, Systems Analysis and Design	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su
CIS 215, Operating Systems	3	Sp, Su
CIS 220, Database Concepts	3	Sp, Su
CSS 212, Help Desk and User Support	3	Sp, Su
ENGL103, Report Writing	3	Sp, Su
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CSS 240, Computer Support Specialist Internship	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives
▶ **Science Elective**	3	Use Schedule Search for electives
▶ **Social Science Elective**	3	Use Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities, Natural Sciences, and Social Sciences Electives: An approved SUNY GEN ED course is recommended

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su
DRAF117, Architectural Drafting I	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH122, Technical Mathematics	3	Sp, Su
►**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
DRAF118, Architectural Drafting II	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENVS102, Technology and the Environment	3	Sp, Su
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

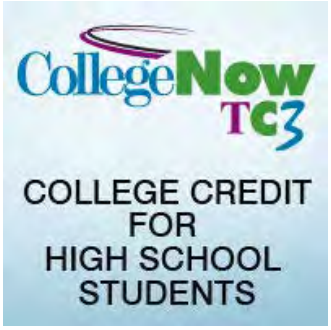
Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su
OR BUAD103, Entrepreneurship I		Sp, Su
CONT202, Surveying	3	Sp, Su
ENGL103, Report Writing	3	Sp, Su
►**Lab Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CONT115, Construction Estimating and Planning	2	Sp, Su
CONT208, Construction Management and Regulation	3	Sp, Su
CONT210, Structural Design	4	Sp, Su
CONT216, Materials Testing	2	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
►**Humanities Elective**	3	Use

Our Stories

Donna Ryan
From TC3 to Duke University
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

Humanities Elective: ENVS 105 recommended

MATH 122: A student with four years of high school mathematics is encouraged to substitute MATH 135 or MATH 201. The minimum program requirement of 62 credits must still be met. A waiver request form must be submitted and approved.

Restricted Electives: Select from ACCT 101, ENVS 101, MATH 135, MATH 200, or 3 additional CAPS Electives.

Social Science Elective: POSC 112 recommended

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Construction & Environmental Technology: Certificate

Minimum Credits for Graduation: 29

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
CONT107, Construction Materials	3	Sp, Su
CONT115, Construction Estimating and Planning	2	Sp, Su
CONT202, Surveying	3	Sp, Su
CONT208, Construction Management and Regulation	3	Sp, Su
CONT210, Structural Design	4	Sp, Su
CONT216, Materials Testing	2	Sp, Su
DRAF117, Architectural Drafting I	3	Sp, Su
DRAF118, Architectural Drafting II	3	Sp, Su
ENVS102, Technology and the Environment	3	Sp, Su
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**29**	

Restricted Electives: Select from ACCT 101, MATH 135, MATH 200, or three CAPS Electives.

While ENGL 100 and ENGL 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Jasmine Fields
An international education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Prose, Poetry, & Drama: Associate in Arts

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL 100, Academic Writing I*	3	Sp, Su
ENGL 261, Visiting Writer Series Workshop	1	Sp, Su
►**CAPS Elective**	2	Use Schedule Search for electives
►**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL 101, Academic Writing II	3	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
ENGL 262, Writing Workshop - Poetry	1	Sp, Su
►**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ENGL 201, Fundamentals of Speech	3	Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su
ENGL 227, Creative Writing Workshop	3	Sp, Su
ENGL 256, Playwriting	3	Sp, Su
►**English Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL105, Beginning Acting	3	Sp, Su
OR ENGL215, Short Fiction		Sp, Su
OR ENGL229, Introduction to Poetry		Sp, Su
OR ENGL257, Directing		Sp, Su
ENGL275, Getting Published - Prose and Poetry	1	Sp, Su
►**English Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

ENGL Electives: Literature course strongly recommended.

Foreign Language Sequences: CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Unrestricted Electives: ENGL 271 Writing Internship or ENGL 103 Report Writing is strongly recommended.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screenwriting: Associate in Arts

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL 100, Academic Writing I*	3	Sp, Su
ENGL 135, Writing Workshop - Short Narrative Film	1	Sp, Su
ENGL 261, Visiting Writer Series Workshop	1	Sp, Su
►**CAPS Elective**	2	Use Schedule Search for electives
►**Foreign Language Sequence Elective 1**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL 101, Academic Writing II	3	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
ENGL 200, Screenwriting	3	Sp, Su
►**Foreign Language Sequence Elective 2**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

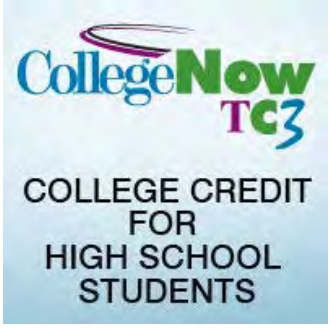
Course	Credits	Schedule
ART 233, Animation	3	Sp, Su
OR COMM 115, Introduction to Digital Video		Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su
ENGL 216, Advanced Screenwriting	3	Sp, Su
ENGL 233, Film Analysis	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Hollywood
Learning with the stars
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

ENGL 255, Writing the Dramatic Television Series	3	Sp, Su
ENGL 274, Marketing the Screenplay	1	Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 233: Per New Media Department approval, Creative Writing – Screenwriting majors do not need to complete ART 117 or ART 270 prior to enrolling in ART 233.

Creative Writing majors may concurrently enroll in ENGL 101 and ENGL 102.

Foreign Language Sequences: CHIN 101 & 102, Mandarin Chinese I & II; FREN 101 & 102, French I & II; FREN 201 & 202, Intermediate French I & II; GERM 101 & 102, Beginning German I & II; ITAL 101 & 102, Italian I & II; RUSN 101 & 102, Russian I & II; SPAN 101 & 102, Beginning Spanish I & II; or SPAN 201 & 202, Intermediate Spanish I & II.

Liberal Arts Elective: One of the following is strongly recommended: ENGL 103, ENGL105, ENGL/SOCI 218, ENGL 256, or ENGL271.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing - Prose and Poetry: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL 101, Academic Writing II	3	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
ENGL 261, Visiting Writer Series Workshop	1	Sp, Su
►**Unrestricted Elective**	6	Use Schedule Search for electives
►**Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
ENGL 204, Fundamentals of Interpersonal Communication	3	Sp, Su
ENGL 215, Short Fiction	3	Sp, Su
ENGL 227, Creative Writing Workshop	3	Sp, Su
ENGL 229, Introduction to Poetry	3	Sp, Su
ENGL 260, Creative Writing Portfolio	1	Sp, Su
ENGL 262, Writing Workshop - Poetry	1	Sp, Su
ENGL 275, Getting Published - Prose and Poetry	1	Sp, Su
►**Restricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed before enrolling in ENGL 101.

Restricted Elective: Select from ENGL 261 or ENGL 271

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Creative Writing-Screen Writing: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
ENGL135, Writing Workshop - Short Narrative Film	1	Sp, Su
ENGL200, Screenwriting	3	Sp, Su
ENGL261, Visiting Writer Series Workshop	1	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
►**Writing Workshop Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su
ENGL216, Advanced Screenwriting	3	Sp, Su
ENGL233, Film Analysis	3	Sp, Su
OR ENGL255, Writing the Dramatic Television Series		Sp, Su
ENGL260, Creative Writing Portfolio	1	Sp, Su
ENGL271, Writing Internship	1	Sp, Su
ENGL274, Marketing the Screenplay	1	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Creative Writing majors have permission to concurrently enroll in ENGL 101 and ENGL 102. ENGL 100, if required, must be completed with a C or better grade before enrolling in ENGL 101.

ENGL 135: formerly ENGL 266

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Applied Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU105, Introduction to Criminal Justice*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
POSC103, American National Government	3	Sp, Su
OR POSC104, American State and Local Government		Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
►**CAPS Elective**	3	Use Schedule Search for electives
►**Criminal Justice Elective**	3	Use Schedule Search for electives
ENGL101, Academic Writing II	3	Sp, Su
►**Restricted History Elective**	3	Use Schedule Search for electives
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su
CRJU210, Introduction to Criminal Investigation*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
SOCI207, Introduction to Criminology	3	Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CRJU215, Legal Aspects of Evidence*	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
►**Criminal Justice Elective**	3	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in ENGL 100 and all CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Electives: CAPS 111, 121, and 131 are strongly recommended.

CRJU 105: Prior completion or concurrent enrollment in ENGL 100 is required for CRJU 105.

CRJU Electives: CRJU 104, CRJU 110, CRJU 212, CRJU 213, SOCI 206, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES or transferred from other accredited institutions.

Restricted History Elective: Select from HSTY 101, HSTY 102, HSTY 201, or HSTY 202.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Criminal Justice: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections*	3	Sp, Su
CRJU105, Introduction to Criminal Justice*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CAPS111, Introduction to Word Processing	1	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Political Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
CRJU205, Concepts of Criminal Law*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
SOCI207, Introduction to Criminology	3	Sp, Su
►**Criminal Justice Elective**	3	Use Schedule Search for electives
►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY102, Development of Western Tradition II		Sp, Su
SOCI206, Juvenile Delinquency	3	Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade in ENGL 100 and all CRJU courses. CRJU 105 is a prerequisite for most 200 level CRJU courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Criminal Justice Elective: Choose, in consultation with advisor, from the following: CRJU 110, CRJU 210, CRJU 212, CRJU 213, CRJU 215, CRJU 230, or other CRJU electives including those obtained through articulation agreements between TC3 and BOCES, or transferred from other accredited colleges.

Liberal Arts Electives: To be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Program Requirements

Criminal Justice: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CRJU104, Introduction to Corrections	3	Sp, Su
CRJU105, Introduction to Criminal Justice	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CRJU110, Police Patrol Operations	3	Sp, Su
CRJU215, Legal Aspects of Evidence	3	Sp, Su
ECON101, Introduction to Economics	3	Sp, Su
ENGL103, Report Writing	3	Sp, Su
POSC103, American National Government	3	Sp, Su
OR POSC104, American State and Local Government		Sp, Su
Minimum Total Semester Credits	**15**	

While ENGL 100 is not required, it is a prerequisite for ENGL 101 and other program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

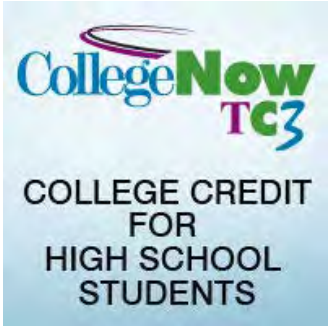
Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Rosanna Perez
Opening her mind
Full story



Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood - Sequence A: Associate in Applied Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH109, Statistical Literacy	3	Sp, Su
OR MATH110, Topics in Mathematics		Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ASTR101, Introductory Astronomy	3	Sp, Su
OR BIOL114, Essentials of Nutrition		Sp, Su
OR ENVS101, Biological Resource Conservation		Sp, Su
OR ENVS102, Technology and the Environment		Sp, Su
ECHD225, Early Childhood Curriculum Development	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
RECR150, Play Across Cultures	3	Sp, Su
OR SOCE150, Play Across Cultures		Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 120, Drawing I	3	Sp, Su
OR ART 130, Ceramics		Sp, Su
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
PSYC205, Developmental Psychology: The Child	3	Sp, Su
SOCI201, Sociology of the Family	3	Sp, Su
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
ENGL220, Literature for Children	3	Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Our Stories

Jasmine Fields
An international education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A "C" or better grade is required in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SOCI 201: Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Early Childhood - Sequence B: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ECHD110, Children and the Arts*	3	Sp, Su
ECHD125, Introduction to Early Childhood Education*	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ECHD225, Early Childhood Curriculum Development*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su
ECHD206, Infant/Toddler Environments and Curriculum*	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
PSYC205, Developmental Psychology: The Child	3	Sp, Su
►**Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ECHD240, Techniques for Observing and Recording Young Children's Development*	3	Sp, Su
ECHD242, Guided Field Work - Early Childhood Education*	4	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
ENGL220, Literature for Children	3	Sp, Su
►**Restricted Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade in ENGL 100 and all ECHD courses.

A student exempted from ENGL 100 must substitute a three credit

Our Stories

James Jacob
Family DNA Portraits
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

liberal arts elective. The course should be selected in consultation with the student's advisor.

Restricted Liberal Arts Elective (3rd semester): Select from GEOG 115, HSTY 101, a Foreign Language Elective, or a SUNY GEN ED approved course.

Restricted Liberal Arts Elective (4th semester): Select from ANTH 202, SOCI 201, a Foreign Language Elective, or a SUNY GEN ED approved course. Per Social Science Department approval, Early Childhood majors do not need to complete SOCI 101 prior to enrolling in SOCI 201.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Associate in Applied Science

Minimum Credits for Graduation: 66

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su
ELEC121, Digital Electronics I	3	Sp, Su
ELEC126, Basic Electricity	4	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH122, Technical Mathematics	3	Sp, Su
OR MATH132, College Algebra and Trigonometry		Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su
ELEC127, Circuit Analysis	4	Sp, Su
ELEC130, Electronic Devices and Circuits	4	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
MATH135, Precalculus Mathematics	3	Sp, Su
Minimum Total Semester Credits	**17**	

Third Semester

Course	Credits	Schedule
ELEC207, Fabrication Techniques	2	Sp, Su
ELEC222, Digital Electronics II	4	Sp, Su
ELEC233, Linear Integrated Circuits	4	Sp, Su
PHSC104, General Physics I	4	Sp, Su
▶**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ELEC223, Microcontroller Fundamentals	4	Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
▶**Restricted Elective(s)**	3	Use Schedule Search for electives
▶**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

A student exempted from ENGL 100 must complete ENGL 101 and ENGL 103.

MATH 122 or MATH 132: MATH 122 is strongly recommended.

Our Stories

Janelle Boyd
Her vision of success
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Restricted Elective: Students planning to transfer to a BSET program should complete MATH 201, Calculus I, or CSCI 165, Computing Fundamentals I; students planning to work in the field after completion of the program should complete three 1-credit CAPS courses.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology: Certificate

Minimum Credits for Graduation: 44

Printable Worksheet (pdf)

Electrical Technology Certificate

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su
DRAF107, Engineering Graphics	2	Sp, Su
ELEC121, Digital Electronics I	3	Sp, Su
ELEC126, Basic Electricity	4	Sp, Su
ELEC127, Circuit Analysis	4	Sp, Su
ELEC130, Electronic Devices and Circuits	4	Sp, Su
ELEC207, Fabrication Techniques	2	Sp, Su
ELEC222, Digital Electronics II	4	Sp, Su
ELEC223, Microcontroller Fundamentals	4	Sp, Su
ELEC233, Linear Integrated Circuits	4	Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su
MATH122, Technical Mathematics	3	Sp, Su
OR MATH132, College Algebra and Trigonometry		Sp, Su
MATH135, Precalculus Mathematics	3	Sp, Su
Minimum Total Semester Credits	**44**	

All certificate work may be applied to the A.A.S. degree program in Electrical Engineering Technology.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level1: Certificate
Minimum Credits for Graduation: 16

Printable Worksheet (pdf)

Electronics & Comp Systems Level 1

Course	Credits	Schedule
DRAF107, Engineering Graphics	2	Sp, Su
ELEC121, Digital Electronics I	3	Sp, Su
ELEC126, Basic Electricity	4	Sp, Su
ELEC130, Electronic Devices and Circuits	4	Sp, Su
MATH122, Technical Mathematics	3	Sp, Su
OR MATH132, College Algebra and Trigonometry		Sp, Su
Minimum Total Semester Credits	**16**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

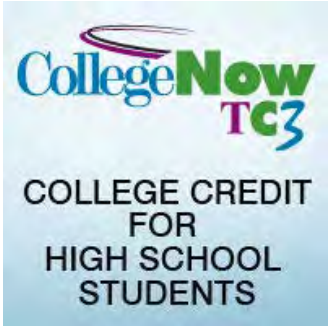
While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Blaze Sanders
Big dreams
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Electrical Engineering Technology Level2: Certificate

Minimum Credits for Graduation: 17

Printable Worksheet (pdf)

Electronics & Comp Systems Level 2

Course	Credits	Schedule
CSCI160, Introduction to Computer Programming	3	Sp, Su
ELEC207, Fabrication Techniques	2	Sp, Su
ELEC222, Digital Electronics II	4	Sp, Su
ELEC233, Linear Integrated Circuits	4	Sp, Su
ELEC240, Computer Applications for Data Acquisition & Control	4	Sp, Su
Minimum Total Semester Credits	**17**	

Level I and Level II certificates may not be eligible for financial aid. All Level I and Level II certificate coursework may be applied to the Electrical Engineering Technology A.A.S. and Certificate programs.

While ENGL 100 and 101, Academic Writing I and II, and MATH 100 Intermediate Algebra are not required, they may be prerequisites for one or more program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Engineering Science: Associate in Science

Minimum Credits for Graduation: 69

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
CHEM107, General Chemistry I	4	Sp, Su
CSCI160, Introduction to Computer Programming	3	Sp, Su
DRAF107, Engineering Graphics	2	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH201, Calculus I	4	Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENSC137, Introduction to Engineering	1	Sp, Su
MATH202, Calculus II	4	Sp, Su
PHSC211, Physics I (Mechanics and Heat)	4	Sp, Su
►**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
ENSC204, Mechanics of Materials	3	Sp, Su
ENSC209, Engineering Mechanics: Statics	3	Sp, Su
MATH203, Calculus III	4	Sp, Su
PHSC212, Physics II (Electricity and Magnetism)	4	Sp, Su
►**Restricted Elective(s)**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
ENSC203, Electrical Science	4	Sp, Su
ENSC212, Dynamics	3	Sp, Su
MATH206, Differential Equations	4	Sp, Su
PHSC213, Physics III (Waves, Optics and Modern Physics)	4	Sp, Su
Minimum Total Semester Credits	**18**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

MATH 201: Students who are not able to take MATH 201 in the first semester will need two extra semesters to complete this program.

Restricted Elective: Select from: CHEM 108, CONT 202, CSCI 165,

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

ELEC 121, GEOL 101, OR MATH 200. If CHEM 108 is selected, it should be taken in the second semester and the SUNY GEN ED History Elective in the third semester.

With the consent of his/her advisor, a student who is interested in Chemical Engineering may replace two of these four courses (ENSC 203, 204, 212, and the Restricted Elective) with CHEM 205 & CHEM 206, Organic Chemistry I & II. A student interested in Bioengineering may substitute BIOL 104 & BIOL 105, General Biology I & II.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Environmental Studies: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL104, General Biology I*	4	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
OR ECON121, Principles of Macroeconomics		Sp, Su
OR POSC103, American National Government		Sp, Su
OR POSC104, American State and Local Government		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
ENVS101, Biological Resource Conservation*	3	Sp, Su
FSS 132, Freshman Seminar - Environmental Studies	1	Sp, Su
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BIOL105, General Biology II*	4	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENVS102, Technology and the Environment*	3	Sp, Su
MATH132, College Algebra and Trigonometry	3	Sp, Su
OR MATH135, Precalculus Mathematics		Sp, Su
OR MATH201, Calculus I		Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su
OR BIOL116, Tropical Field Natural History-Costa Rica		Sp, Su
OR BIOL211, Ecology		Sp, Su
CHEM101, Principles of Chemistry I	4	Sp, Su
OR CHEM107, General Chemistry I		Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
ENVS105, Environmental Ethics	3	Sp, Su
▶**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
ENVS295, Global Seminar	3	Sp, Su
MATH200, Statistics	3	Sp, Su
▶**Restricted Elective(s)**	3	Use Schedule Search for electives

Our Stories

In Shik Lee
A future that works
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

►**Liberal Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BIOL 104, BIOL 105, ENGL 100, ENVS 101, and ENVS 102.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

MATH 132: Some transfer institutions may not accept MATH 132 for fulfillment of a mathematics course requirement.

Restricted Elective: (Select from: CHEM 102, CHEM 108, GEOL 101, PHSC 104, or PHSC 211)

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Entrepreneurship: Associate in Applied Science

Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester-Entreneurship AAS

Course	Credits	Schedule
BUAD103, Entrepreneurship I*	3	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
CAPS152, Web Page Design	1	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
►**Humanities Elective**	3	Use Schedule Search for electives
►**Restricted MATH Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
BUAD108, Sales and Sales Management*	3	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
OR ECON121, Principles of Macroeconomics		Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
►**Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester Entrepreneurship AAS

Course	Credits	Schedule
ACCT102, Principles of Accounting II	4	Sp, Su
BUAD201, Business Law I*	3	Sp, Su
BUAD207, Entrepreneurship II*	3	Sp, Su
BUAD208, Principles of Management*	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester Entrepreneurship AAS

Course	Credits	Schedule
►**ACCT or BUAD or ECON Elective**	3	Use Schedule Search for electives
BUAD204, Principles of Marketing*	3	Sp, Su
BUAD212, Quality Customer Service*	3	Sp, Su
BUAD264, Entrepreneurial Internship*	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule

Our Stories

Janelle Boyd
Her vision of success
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective. A "C" or better grade is required in ENGL 100 and all BUAD courses.

Natural Sciences Elective: SUNY GEN ED Natural Sciences course, or ENVS 102 - Technology and the Environment recommended.

Restricted MATH Elective: Select from MATH 109, 132, 135, 200, or 201

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Graphic Design: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 109, Graphic Design	3	Sp, Su
ART 110, Design I	3	Sp, Su
ART 120, Drawing I	3	Sp, Su
ENGL 100, Academic Writing I*	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su
ART 122, Drawing II	3	Sp, Su
ART 180, Typography	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
HSTY 101, Development of Western Tradition I	3	Sp, Su
OR HSTY 102, Development of Western Tradition II		Sp, Su
OR HSTY 201, American History to 1877		Sp, Su
OR HSTY 202, American History Since 1877		Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su
ART 111, Photography I	3	Sp, Su
ART 260, Portfolio Preparation - Graphic Design	1	Sp, Su
ART 270, Computer Graphics I	3	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su
ART 200, Illustration	3	Sp, Su
ART 271, Computer Graphics II	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit

Our Stories

Julianna Johnson
A life-changing education
Full story

TC3
Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Hotel and Restaurant Management: Associate in Applied Science

Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
►**CAPS Elective**	2	Use Schedule Search for electives
ENGL100, Academic Writing I*	3	Sp, Su
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su
HRMG101, Food Service and Preparation I*	3	Sp, Su
HRMG105, Food Sanitation & Safety*	1	Sp, Su
►**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BIOL114, Essentials of Nutrition	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
HRMG102, Food Service and Preparation II*	3	Sp, Su
PSED213, Job Search*	1	Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
HRMG213, Hospitality Internship*	3	Sp, Su
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
BUAD103, Entrepreneurship I	3	Sp, Su
OR BUAD106, Foundations of Business		Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
HRMG103, Rooms Division Management*	3	Sp, Su
HRMG107, Safe Alcohol Handling*	1	Sp, Su
Minimum Total Semester Credits	**14**	

Fourth Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su
OR BUAD, BUAD Elective		Sp, Su

Our Stories

Rosanna Perez
Opening her mind
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

BUAD212, Quality Customer Service*	3	Sp, Su
OR WINE120, Survey of Wine and Alcoholic Beverages*		Sp, Su
HRMG201, Hospitality Law*	3	Sp, Su
HRMG205, Hospitality Marketing*	3	Sp, Su
HRMG206, Food and Labor Cost Control*	3	Sp, Su
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor. A "C" or better grade is required in BUAD 212; ENGL 100; HRMG 100, 101, 102, 103, 201, 204, 205, 206, 213; PSED 213 and WINE 120.

BUAD Electives should be selected based on student's academic progress and intentions upon graduation. Entrepreneurship I and II are recommended for students interested in pursuing their own business.

HRMG 103: An additional 3 credits of Hospitality Internship (HRMG 213) may replace HRMG 102 or HRMG 103. A waiver request form must be submitted and approved.

Humanities Elective: Occupational Spanish is recommended in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Associate in Applied Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
HLTH126, Health and Fitness	1	Sp, Su
OR HLTH206, Personal Health		Sp, Su
HUMS105, Introduction to Human Services*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
HUMS, HUMS Elective	3	Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su
HUMS110, The Helping Relationship*	3	Sp, Su
POSC, POSC Elective	3	Sp, Su
HUMS, HUMS Elective	3	Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su
HUMS229, Applied Methods in Human Services*	3	Sp, Su
SOCI205, Contemporary Social Problems	3	Sp, Su
HUMS, HUMS Elective	3	Sp, Su
►**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
HUMS230, Human Service Internship*	6	Sp, Su
►**PSYC Elective**	3	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A "C" or better grade is required in ENGL 100, HUMS 105, 110, 229, 230 and the HUMS Electives.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Human Services: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL 100, Academic Writing I*	3	Sp, Su
HUMS 104, Introduction to Corrections	3	Sp, Su
OR HUMS 125, Introduction to Early Childhood Education		Sp, Su
HUMS 105, Introduction to Human Services	3	Sp, Su
PSYC 103, Introduction to Psychology	3	Sp, Su
SOCI 101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL 101, Academic Writing II	3	Sp, Su
HUMS 110, The Helping Relationship	3	Sp, Su
PSYC 201, Social Psychology	3	Sp, Su
OR PSYC 205, Developmental Psychology: The Child		Sp, Su
POSC, POSC Elective	3	Sp, Su
▶ **Human Services Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

HUMS Elective: (Choose one: HUMS 111, HUMS 212, or HUMS 225)

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

DR. LUCILLE S. BAKER COMMONS
LIBRARY | TUTORING | DISABILITIES

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

International Business: Associate in Science

Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
ECON120, Principles of Microeconomics	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD111, International Business	3	Sp, Su
BUAD204, Principles of Marketing	3	Sp, Su
ECON121, Principles of Macroeconomics	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
GEOG115, Highlights of World Regional Geography	3	Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**18**	

Third Semester

Course	Credits	Schedule
BUAD201, Business Law I	3	Sp, Su
BUAD203, Business Communications	3	Sp, Su
BUAD217, Fundamentals of Exporting	3	Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
BUAD215, International Marketing	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
FITN, FITN Elective	1	Sp, Su
HLTH126, Health and Fitness	1	Sp, Su
OR HLTH206, Personal Health		Sp, Su
MATH200, Statistics	3	Sp, Su
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Electives: Three of the following SUNY GEN ED areas must be completed: 4-American History, 5-Western Civilization, 6-Other World Civilizations,7-Humanities, 8-The Arts, or 9-Foreign Language. One course must be from the Liberal Arts-Humanities discipline in order to meet the TC3 General Education Humanities requirement.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts & Sci-Adolescence Education: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
EDUC201, Introduction to the Teaching Profession	3	Sp, Su
EDUC295, Foundations of Education	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY102, Development of Western Tradition II		Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
PSYC207, Developmental Psychology: The Adolescent	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**33**	

Foreign Language

Course	Credits	Schedule
►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
►**Liberal Arts Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Minimum Total Semester Credits	12	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts and Sciences Concentration OR Restricted Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration and restricted elective courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Lib Arts & Sciences Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su
EDUC201, Introduction to the Teaching Profession	3	Sp, Su
EDUC295, Foundations of Education	3	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY102, Development of Western Tradition II		Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
PSYC205, Developmental Psychology: The Child	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**43**	

Foreign Language

Course	Credits	Schedule
►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED The Arts Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration OR Restricted Electives: Teacher Education majors must complete a concentration in a Liberal Arts and Sciences discipline. Concentration and restricted elective courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Lib Art & Sci-Early Childhood Education: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
BIOL125, Biology and Earth Science for Teachers	4	Sp, Su
OR GEOL125, Biology and Earth Science for Teachers		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
ENGL220, Literature for Children	3	Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY102, Development of Western Tradition II		Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
MATH113, Mathematics for Elementary School Teachers I	3	Sp, Su
MATH115, Mathematics for Elementary School Teachers II	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
PSYC205, Developmental Psychology: The Child	3	Sp, Su
Minimum Total Semester Credits	**37**	

Early Childhood Education Elective

Course	Credits	Schedule
►**Early Childhood Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts & Sciences Concentration

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Foreign Language

Course	Credits	Schedule
►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Other

Course	Credits	Schedule
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►	3	Use

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

►**SUNY GEN ED The Arts Elective**		Schedule Search for electives
Minimum Total Semester Credits	**6**	

A student exempted from ENGL 100 must substitute a three credit liberal arts or ECHD Elective. The course should be selected in consultation with the student's advisor.

Liberal Arts & Sciences Concentration Electives: Early Childhood Teacher Education majors must complete Early Childhood course work and a concentration in a Liberal Arts and Sciences discipline. Specific courses should be chosen in consultation with the student's advisor based on the intended four-year teacher education program.

Students should work closely with their faculty advisor for appropriate course selection. Information about SUNY four-year teacher education program requirements is available at http://www.suny.edu/tett/. Catalogs and web sites for teacher education baccalaureate degree programs should also be consulted.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

LAS-General Studies, Exploratory Studies: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Freshman Seminar

Course	Credits	Schedule
FSS 131, Self and World	3	Sp, Su
Minimum Total Semester Credits	**3**	

Communication

Course	Credits	Schedule
ENGL 100, Academic Writing I*	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su
Minimum Total Semester Credits	**9**	

SUNY Gen Ed History Elective

Course	Credits	Schedule
►**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
►**English Elective**	3	Use Schedule Search for electives
►**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

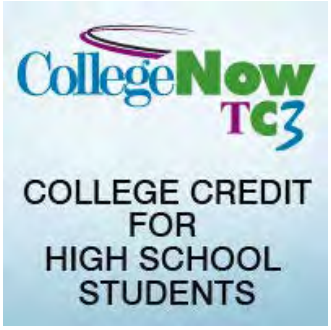
Course	Credits	Schedule
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
►**Math or Science Elective**	3	Use Schedule Search for

Our Stories

Ben Currens
More than you might expect
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		electives
Minimum Total Semester Credits	**3**	

Social Science

Course	Credits	Schedule
PSYC103, Introduction to Psychology	3	Sp, Su
ANTH202, Cultural Anthropology	3	Sp, Su
OR SOCI101, Introduction to Sociology		Sp, Su
Minimum Total Semester Credits	**6**	

Health

Course	Credits	Schedule
►**Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Liberal Arts Elective

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. This course should be selected in consultation with the student's advisor.

Health Restricted Elective: Select from: BIOL 114, ENVS 101, HLTH 205, HLTH 206, HLTH 207, HLTH 208, HLTH 210, HLTH 215, HLTH 216, PSYC 208, and SOCE 201.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

MATH or Science Elective: ENVS 101 is recommended (if not selected for the Health Section or Liberal Arts Elective Section course).

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better or required; **grade of C- or better required.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

LAS-General Studies, Individual Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Communication

Course	Credits	Schedule
ENGL 100, Academic Writing I*	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
OR ENGL 204, Fundamentals of Interpersonal Communication		Sp, Su
Minimum Total Semester Credits	**9**	

History

Course	Credits	Schedule
►**SUNY Gen Ed History Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Humanities

Course	Credits	Schedule
►**English Elective**	3	Use Schedule Search for electives
►**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Mathematics Elective

Course	Credits	Schedule
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Science Elective

Course	Credits	Schedule
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
►**Math or Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Social Science Elective

Course	Credits	Schedule
►		

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

►**Social Science Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	21	Use Schedule Search for electives
Minimum Total Semester Credits	**21**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

If a student chooses to use this degree for transfer, the student must work closely with an academic advisor.

Mathematics Elective: MATH 100 or above

Students must complete at least 21 credits of approved SUNY GEN ED courses to earn this degree. These courses must satisfy at least four SUNY GEN ED areas.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

General Studies: Certificate
Minimum Credits for Graduation: 33

Printable Worksheet (pdf)

Course	Credits	Schedule
►**English Elective**	6	Use Schedule Search for electives
HLTH, HLTH Elective	3	Sp, Su
►**Social Science Elective**	9	Use Schedule Search for electives
►**Unrestricted Elective**	15	Use Schedule Search for electives
Minimum Total Semester Credits	**33**	

Financial aid is not available to students in the General Studies Certificate program, but course work may be applied to the Liberal Arts and Sciences-General Studies A.S. degree programs.

Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

While ENGL 100 and ENGL 101, Academic Writing I and II, are not required, they may be prerequisites for one or more of the program courses.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Humanities: Associate in Arts

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Required Courses

Course	Credits	Schedule
►**English Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of Western Tradition I	3	Sp, Su
HSTY102, Development of Western Tradition II	3	Sp, Su
OR HSTY201, American History to 1877		Sp, Su
HSTY202, American History Since 1877	3	Sp, Su
Minimum Total Semester Credits	**6**	

Foreign Language Sequence

Course	Credits	Schedule
►**Foreign Language Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Humanities Elective

Course	Credits	Schedule
►**Humanities Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

SUNY Gen Ed Lab Science Elective

Course	Credits	Schedule
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**3**	

Math or Science Elective

Course	Credits	Schedule
►**Math or Science Elective**	3	Use Schedule Search for electives
►**Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Social Science Elective

Course	Credits	Schedule
►		

Our Stories

Carrie Buchanan
A tradition of service
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	9	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Foreign Language Elective Sequence: (must complete in one language only)

Humanities Electives: A second foreign language, over and above the 6 - 7 credits required for category C, is acceptable and is strongly recommended for students planning to transfer to a SUNY Bachelor of Arts (B.A.) degree program.

Unrestricted Electives: Up to 3 FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Math/Science: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

LA-Math Science Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY102, Development of Western Tradition II		Sp, Su
OR HSTY201, American History to 1877		Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
OR HSTY225, African American History		Sp, Su
MATH201, Calculus I	4	Sp, Su
Minimum Total Semester Credits	**16**	

LA-Math Science Course Pairs

Course	Credits	Schedule
►**Course Pair One Elective**	6	Use Schedule Search for electives
►**Course Pair Two Elective**	8	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Computer-Related Course

Course	Credits	Schedule
►**CAPS Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**1**	

Math, Science or Computer Sci Elective

Course	Credits	Schedule
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**6**	

Liberal Arts Elective

Course	Credits	Schedule
►**SUNY GEN ED Humanities Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
►**Liberal Arts Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

Unrestricted Elective

Course	Credits	Schedule
►**Unrestricted Elective**	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

Credits in excess of the amounts in Category A through E may be applied to Category F only.

HSTY 101, 102, 201, 202 OR 225: HSTY 225 approved for satisfaction of SUNY GEN ED American History only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

Math/Science Course Pairs: Must include one eight credit pair. Select from two different disciplines.

Unrestricted Electives: Up to three FITN credits may be used toward the Unrestricted Electives requirements.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts and Sciences-Social Science: Associate in Science
Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

Lib Arts--Soc Science Required Courses

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
PSYC103, Introduction to Psychology*	3	Sp, Su
SOCI101, Introduction to Sociology*	3	Sp, Su
ANTH290, Social Science Capstone Course*	3	Sp, Su
OR HSTY290, Social Science Capstone Course*		Sp, Su
OR POSC290, Social Science Capstone Course*		Sp, Su
OR PSYC290, Social Science Capstone Course*		Sp, Su
OR SOCI290, Social Science Capstone Course*		Sp, Su
Minimum Total Semester Credits	**21**	

History Sequence

Course	Credits	Schedule
HSTY101, Development of Western Tradition I	3	Sp, Su
HSTY102, Development of Western Tradition II	3	Sp, Su
OR HSTY110, World History to 1500		Sp, Su
OR HSTY111, World History Since 1500		Sp, Su
HSTY102, Development of Western Tradition II	3	Sp, Su
HSTY110, World History to 1500	3	Sp, Su
OR HSTY111, World History Since 1500		Sp, Su
HSTY201, American History to 1877	3	Sp, Su
HSTY202, American History Since 1877	3	Sp, Su
OR HSTY110, World History to 1500		Sp, Su
OR HSTY111, World History Since 1500		Sp, Su
HSTY202, American History Since 1877	3	Sp, Su
HSTY110, World History to 1500	3	Sp, Su
OR HSTY111, World History Since 1500		Sp, Su
HSTY201, American History to 1877	3	Sp, Su
OR HSTY202, American History Since 1877		Sp, Su
HSTY225, African American History	3	Sp, Su
OR HSTY233, Women in U.S. History		Sp, Su
OR HSTY252, Native American History I: Colonial Policies		Sp, Su
OR HSTY255, Labor History		Sp, Su
Minimum Total Semester Credits	**6**	

Social Science

Course	Credits	Schedule
▶**Social Science Elective**	9	Use Schedule Search for electives
ANTH202, Cultural Anthropology*	3	Sp, Su
OR ANTH260, Cultural Anthropology Fieldwork-Study Abroad*		Sp, Su

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

OR HSTY110, World History to 1500*		Sp, Su
OR HSTY111, World History Since 1500*		Sp, Su
OR HSTY252, Native American History I: Colonial Policies*		Sp, Su
OR HSTY260, Topics in Modern Latin America*		Sp, Su
OR POSC260, Topics in Modern Latin America*		Sp, Su
OR RECR150, Play Across Cultures*		Sp, Su
OR SOCE150, Play Across Cultures*		Sp, Su
Minimum Total Semester Credits	**12**	

Math and Science Electives

Course	Credits	Schedule
Mathematics Elective	3	Use Schedule Search for electives
Math or Science Elective	3	Use Schedule Search for electives
SUNY GEN ED Lab Science Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**9**	

Unrestricted Elective

Course	Credits	Schedule
Unrestricted Elective	12	Use Schedule Search for electives
Minimum Total Semester Credits	**12**	

A "C" or better grade is required in ENGL 100 and all Social Science courses including the capstone course.

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

HSTY 110, HSTY 111, or HSTY 252: If a student selects a history sequence that includes HSTY 110 or HSTY 111 or HSTY 252, he/she may "double-dip" since these courses also satisfy the Global Requirement. As a result, the student would need to complete at least 15 credits of unrestricted electives.

HSTY 225 & 233 satisfy the SUNY GEN ED American History area only if a student has received an 85 or higher score on the NYS Regents US History & Government Exam.

Mathematics Elective: Select from MATH 132, 135, 200 or 201.

Unrestricted Electives: Courses should be selected in consultation with the student's advisor and should be based on requirements at the intended four-year transfer institution. Up to 3 FITN credits may be used toward Unrestricted Electives requirements.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Liberal Arts&Sc-Women and Gender Studies: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
WGST100, Perspectives on Women - An Introduction	3	Sp, Su
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su
WGST200, Images of Women	3	Sp, Su
WGST233, Women in U.S. History	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
WGST120, Women and Health Care	3	Sp, Su
WGST125, Women and Work	3	Sp, Su
►**Social Science Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su
ENVS105, Environmental Ethics	3	Sp, Su
OR PHIL101, Introduction to Philosophy		Sp, Su
OR PHIL201, Contemporary Moral Issues		Sp, Su
WGST, WGST Elective	3	Sp, Su
►**Math or Science Elective**	3	Use Schedule

Our Stories

Ben Currens
More than you might expect
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Search for electives
►**SUNY GEN ED Other World Civ Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

A student exempted from ENGL 100 must substitute a three credit unrestricted elective. The course should be selected in consultation with the student's advisor.

WGST 233 satisfies the SUNY GEN ED American History requirement only if an 85 or higher score is earned on the New York State Regents U.S. History & Government Exam.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

New Media: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 111, Photography I*	3	Sp, Su
ART 117, Visual Design for Electronic Media*	3	Sp, Su
ART 120, Drawing I*	3	Sp, Su
ENGL 100, Academic Writing I*	3	Sp, Su
FSS 137, Freshman Seminar-New Media	1	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography*	3	Sp, Su
ART 213, Dynamic Media I*	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I*	3	Sp, Su
ART 214, Dynamic Media II*	3	Sp, Su
ART 233, Animation*	3	Sp, Su
ART 261, Portfolio Preparation - New Media*	1	Sp, Su
COMM 115, Introduction to Digital Video	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II*	3	Sp, Su
ART 254, Advanced Interactive Media Authoring*	3	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
►**Liberal Arts Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A "C" or better grade is required in ENGL 100 and all ART courses.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Nursing: Associate in Applied Science

Minimum Credits for Graduation: 68

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BIOL131, Principles of Human Anatomy and Physiology I*	4	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
NURS110, Fundamentals of Nursing*	7	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
Minimum Total Semester Credits	**17**	

Second Semester

Course	Credits	Schedule
BIOL132, Principles of Human Anatomy and Physiology II*	4	Sp, Su
NURS120, Critical Thinking in Medical Surgical Nursing*	9	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
► **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**19**	

Third Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su
NURS208, The Art and Science of Nursing Across the Lifespan*	10	Sp, Su
NURS241, Pharmacology for Nurses and Allied Health Professionals*	3	Sp, Su
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
BIOL112, Essentials of Medical Microbiology*	3	Sp, Su
NURS225, Professional Practice and Complex Nursing Care*	10	Sp, Su
► **Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in BIOL 112, BIOL 131 and BIOL 132. All courses in the first two semesters must be completed before a student may take NURS 208 and NURS 225.

A minimum grade of "C" (75 percent)in theory and "S" (Satisfactory) in clinical in each NURS course is required to earn a degree in Nursing.

BIOL104

ENGL 100, if required, must be completed with a “C” or better grade before the first semester.

ENGL099

ENGL100

Our Stories

Linda Pasto
Partners in possibility
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

MATH090

MATH095

RDNG099

RDNG116

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Office Management and Administration: Associate in Applied Science

Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD104, Business Mathematics	3	Sp, Su
ECON101, Introduction to Economics	3	Sp, Su
OR PSYC103, Introduction to Psychology		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
HLTH126, Health and Fitness	1	Sp, Su
OR HLTH206, Personal Health		Sp, Su
OFFC101, College Keyboarding and Document Processing*	3	Sp, Su
▶**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
ENGL101, Academic Writing II*	3	Sp, Su
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su
▶**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**14**	

Third Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su
BUAD212, Quality Customer Service	3	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS123, Advanced Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
FITN, FITN Elective	1	Sp, Su
OFFC203, Administrative/Automated Office Procedures*	4	Sp, Su
OFFC211, Intermediate College Keyboarding & Document Processing*	3	Sp, Su
Minimum Total Semester Credits	**17**	

Fourth Semester

Course	Credits	Schedule
BUAD208, Principles of Management	3	Sp, Su
CAPS141, Presentation Software	1	Sp, Su
ENGL201, Fundamentals of Speech*	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su
OFFC221, Advanced College Keyboarding and Document Processing*	3	Sp, Su
OFFC230, Office Management and Administration Internship*	3	Sp, Su

Our Stories

Esther Williams
The thriving artist
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

► **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in OFFC101, OFFC110, OFFC203, OFFC211, OFFC221, OFFC230, ENGL100, ENGL101, and ENGL201 or ENGL204.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: SPAN 101 recommended

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Executive Office Assistant: Certificate

Minimum Credits for Graduation: 30

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD104, Business Mathematics	3	Sp, Su
CAPS152, Web Page Design	1	Sp, Su
ENGL101, Academic Writing II*	3	Sp, Su
OFFC101, College Keyboarding and Document Processing*	3	Sp, Su
OFFC203, Administrative/Automated Office Procedures*	4	Sp, Su
Minimum Total Semester Credits	**14**	

Second Semester

Course	Credits	Schedule
BUAD203, Business Communications	3	Sp, Su
BUAD212, Quality Customer Service	3	Sp, Su
CAPS121, Introduction to Spreadsheets	1	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
CAPS141, Presentation Software	1	Sp, Su
ENGL201, Fundamentals of Speech*	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication*		Sp, Su
OFFC110, Word Processing for Computers Using Microsoft Word*	4	Sp, Su
Minimum Total Semester Credits	**16**	

A "C" or better grade is required in ENGL 100, ENGL 101, ENGL 201 or ENGL 204, OFFC 101, OFFC 110, and OFFC 203.

All credits earned toward the certificate may be applied toward requirements for the A.A.S. degree in Office Management and Administration.

ENGL 100, if required, must be completed with a “C” or better grade before enrolling in ENGL 101, Academic Writing II.

If students enter in the spring semester, they will be able to graduate in two semesters provided they enter with competency in basic typing and do not need to take ENGL 100. Otherwise, it may take three semesters to complete the certificate.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

Rosanna Perez
Opening her mind
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Outdoor Recreation: Associate in Science
Minimum Credits for Graduation: 62

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
►**CAPS Elective**	2	Use Schedule Search for electives
ENGL100, Academic Writing I*	3	Sp, Su
FITN102, Swimming II	1	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
RECR110, Introduction to Recreation	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL101, Academic Writing II	3	Sp, Su
FITN216, Lifeguard Training	2	Sp, Su
RECR120, Leadership in Recreation	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
►**Outdoor Activities Elective**	1	Use Schedule Search for electives
►**SUNY Elective Natural Science or Arts**	3	Use Schedule Search for electives
►**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
BIOL115, Field Natural History	3	Sp, Su
ENGL102, Approaches to Literature	3	Sp, Su
OR ENVS105, Environmental Ethics		Sp, Su
RECR210, Diversity and Inclusion in Recreation	3	Sp, Su
RECR274, Outdoor Recreation Pursuits	3	Sp, Su
►**SUNY Gen Ed Elective - Foreign Language**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL201, Fundamentals of Speech	3	Sp, Su
RECR150, Play Across Cultures	3	Sp, Su

Our Stories

Padraic O'Donnell
Finding his strength
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

RECR220, Programming in Recreation and Leisure	3	Sp, Su
RECR260, Outdoor Education and Camp Counseling	3	Sp, Su
RECR276, Outdoor Recreation Field Adventure	3	Sp, Su
OR RECR284, Outdoor Recreation Proficiency		Sp, Su
OR RECR285, Recreation Field Work		Sp, Su
►**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, 145, or 152 recommended.

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended.

ENGL 102 or ENVS 105: Students intending to transfer to SUNY Cortland should take ENGL 102.

FITN 102 and FITN 116: A student who can demonstrate the swimming proficiency required for FITN 216, Lifeguard Training, or who can provide documentation of a valid/current lifeguarding certification from a national agency may substitute an Outdoor Activity Elective.

Outdoor Activity Electives: FITN 109, FITN 110, FITN 119, FITN 120, FITN 221, RECR/FITN 160, RECR/FITN 161, RECR/FITN 162, RECR/FITN 163, or RECR/FITN 164.

Unrestricted Elective: CAPS 121, 123, or 131, 133, 141, or HLTH 126, or an Outdoor Activity Elective recommended.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal: Associate in Applied Science
Minimum Credits for Graduation: 63

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
ECON101, Introduction to Economics	3	Sp, Su
OR ECON120, Principles of Microeconomics		Sp, Su
OR ECON121, Principles of Macroeconomics		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
PARA101, Introduction to Paralegalism*	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PARA130, Legal Research and Drafting*	3	Sp, Su
SOCI101, Introduction to Sociology	3	Sp, Su
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
OR ENGL103, Report Writing		Sp, Su
PARA205, Litigation/Civil Procedure*	3	Sp, Su
PARA210, Real Estate/Property Law*	3	Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL204, Fundamentals of Interpersonal Communication	3	Sp, Su
PARA215, Family Law/Domestic Relations*	3	Sp, Su
PARA220, Wills, Trusts, Estate Planning*	3	Sp, Su
PARA230, Paralegal Internship*	2	Sp, Su
PARA231, Paralegal Seminar*	3	Sp, Su
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

Our Stories

Donna Ryan
From TC3 to Duke University
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Any student wishing to complete the program in three semesters must take PARA 101 and PARA 130 concurrently in the first semester. Alternative program requirements plans are available for students intending to transfer, honors college students, and students with prior college credits or degrees.

PARA 230: A student with prior experience working under the supervision of a lawyer may apply to waive or obtain life experience credit for PARA 230. Information and forms are on the PAW (Paralegal Advising Webpage).

Unrestricted Electives: Students should select elective courses from subject areas in which they intend to seek employment. PARA 213 Constitutional Law, PARA 216 Legal Aspect of Evidence, or PARA 225 Criminal Law and Procedure can be taken to satisfy these requirements.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Paralegal Studies: Certificate

Minimum Credits for Graduation: 32

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
BUAD201, Business Law I*	3	Sp, Su
PARC101, Introduction to Paralegalism*	3	Sp, Su
PARC130, Legal Research and Drafting*	3	Sp, Su
PARC205, Litigation/Civil Procedure*	3	Sp, Su
PARC210, Real Estate/Property Law*	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
PARC215, Family Law/Domestic Relations*	3	Sp, Su
PARC220, Wills, Trusts, Estate Planning*	3	Sp, Su
PARC230, Paralegal Internship*	2	Sp, Su
PARC231, Paralegal Seminar*	3	Sp, Su
►**PARC Elective**	6	Use Schedule Search for electives
Minimum Total Semester Credits	**17**	

1. To be admitted to this program, a student must have already earned a baccalaureate degree. 2. For any credits waived, another course must be substituted, chosen with the approval of an advisor.

PARC 205: Since Paralegal electives are offered once per year, with permission of an advisor, a student may defer PARC 205 and/or PARC 210 until the second semester and take one or two PARC Electives in their place in the first semester.

PARC Electives: Students should select an elective course from a subject area in which they intend to seek employment or have a special interest. PARC 213 Constitutional Law, PARC 216 Legal Aspect of Evidence, PARC 226 Bankruptcy, Collections & Foreclosures, PARC 225 Criminal Law and Procedure, or BUAD 202 Business Law II can be taken to satisfy these requirements. With advisor permission, a student can choose a relevant non-PARC class in place of a PARC Elective.

*Grade of C or better or required; **grade of C- or better required.

Gainful Employment data is available for each certificate.

Our Stories

In Shik Lee
A future that works
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Digital Emphasis: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su
ART 111, Photography I	3	Sp, Su
ART 117, Visual Design for Electronic Media	3	Sp, Su
ART 120, Drawing I	3	Sp, Su
ENGL 100, Academic Writing I*	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 114, Design II	3	Sp, Su
ART 122, Drawing II	3	Sp, Su
ART 212, Digital Photography	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 112, Photography II	3	Sp, Su
ART 213, Dynamic Media I	3	Sp, Su
ART 214, Dynamic Media II	3	Sp, Su
OR ART 233, Animation		Sp, Su
OR COMM 115, Introduction to Digital Video		Sp, Su
ART 262, Portfolio Preparation - Photography	1	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su
ART 222, Advanced Digital Photography	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit Liberal Arts Elective.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Photography - Fine Arts Emphasis: Associate in Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 104, History of Photography and Video	3	Sp, Su
ART 110, Design I	3	Sp, Su
ART 111, Photography I	3	Sp, Su
ART 120, Drawing I	3	Sp, Su
ENGL 100, Academic Writing I*	3	Sp, Su
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 112, Photography II	3	Sp, Su
ART 114, Design II	3	Sp, Su
ART 122, Drawing II	3	Sp, Su
ENGL 101, Academic Writing II	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 101, History and Appreciation of Art I	3	Sp, Su
ART 212, Digital Photography	3	Sp, Su
ART 262, Portfolio Preparation - Photography	1	Sp, Su
ENGL 102, Approaches to Literature	3	Sp, Su
►**SUNY GEN ED Social Sciences Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule
ART 102, History and Appreciation of Art II	3	Sp, Su
ART 222, Advanced Digital Photography	3	Sp, Su
ENGL 201, Fundamentals of Speech	3	Sp, Su
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Restricted Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Our Stories

Health Services
A healthy campus
Full story

TC3 Global

TC3 Study Abroad Programs

TC3 sponsors short term and semester long programs in many different countries. New programs and internships are always in the works.

Don't miss the opportunities to Study Abroad with TC3.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

SUNY GEN ED Restricted Liberal Arts Elective: Select from approved courses that satisfy one of the following SUNY GEN ED areas: 4-American History, 5-Western Civilization, 6-Other World Civilizations, or 9-Foreign Language.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Recreation: Recreation Leadership: Associate in Science
Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
►**CAPS Elective**	2	Use Schedule Search for electives
ENGL 100, Academic Writing I*	3	Sp, Su
PSYC 103, Introduction to Psychology	3	Sp, Su
RECR 110, Introduction to Recreation	3	Sp, Su
►**SUNY GEN ED Mathematics Elective**	3	Use Schedule Search for electives
►**Unrestricted Elective**	1	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ENGL 101, Academic Writing II	3	Sp, Su
HLTH 205, First Aid and Safety Education	3	Sp, Su
RECR 120, Leadership in Recreation	3	Sp, Su
RECR 150, Play Across Cultures	3	Sp, Su
SOCI 101, Introduction to Sociology	3	Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ENGL 102, Approaches to Literature	3	Sp, Su
RECR 210, Diversity and Inclusion in Recreation	3	Sp, Su
RECR 215, Recreation and the Expressive Arts	3	Sp, Su
►**Foreign Language Elective**	3	Use Schedule Search for electives
►**SUNY GEN ED Natural Sciences Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL 201, Fundamentals of Speech	3	Sp, Su
FITN, FITN Elective	1	Sp, Su
RECR 220, Programming in Recreation and Leisure	3	Sp, Su
RECR 201, Introduction to Therapeutic Recreation	3	Sp, Su
OR RECR 285, Recreation Field Work		Sp, Su
PSYC, PSYC Elective	3	Sp, Su
►**SUNY Gen Ed Elective - Am Hist West Civ**	3	Use

Our Stories

Hollywood
Learning with the stars
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

		Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. This course should be selected in consultation with the student's advisor.

CAPS Elective (1st course): CAPS 100, 105, 111, 113, 141, 145, or 152 recommended

CAPS Elective (2nd course): CAPS 121, 123, 131, 133 or 141 recommended

HLTH 205: Students who can provide a current First Aid Certification of Responding to Emergencies or higher and an Adult, Child and Infant CPR or higher can substitute an unrestricted elective.

SUNY GEN ED Natural Sciences Elective: A Lab Science should be considered based on the requirements of the student's selected transfer institution.

Unrestriced Elective: CAPS 121, 123, 131, 133, 141 or Outdoor Activity Elective or HLTH 126 recommended

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Sport Management: Associate in Science

Minimum Credits for Graduation: 60

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
MATH132, College Algebra and Trigonometry	3	Sp, Su
OR MATH135, Precalculus Mathematics		Sp, Su
OR MATH201, Calculus I		Sp, Su
SPMT150, Foundations of Sport Management*	3	Sp, Su
►**CAPS Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Second Semester

Course	Credits	Schedule
ART 111, Photography I	3	Sp, Su
BUAD204, Principles of Marketing	3	Sp, Su
BUAD208, Principles of Management	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PSYC103, Introduction to Psychology	3	Sp, Su
OR SOCI101, Introduction to Sociology		Sp, Su
SPMT190, Event Practicum I*	1	Sp, Su
Minimum Total Semester Credits	**16**	

Third Semester

Course	Credits	Schedule
ECON120, Principles of Microeconomics	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
SPMT255, Sport Event Management*	3	Sp, Su
SPMT260, Sport Media Management*	3	Sp, Su
►**SUNY GEN ED Lab Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
ENGL102, Approaches to Literature	3	Sp, Su
HSTY101, Development of Western Tradition I	3	Sp, Su
OR HSTY201, American History to 1877		Sp, Su
MATH200, Statistics	3	Sp, Su
SPMT195, Event Practicum II*	1	Sp, Su
SPMT270, Sport Facilities/Venue Management*	3	Sp, Su
Minimum Total Semester Credits	**13**	

A "C" or better grade is required in ENGL 100 and all SPMT courses.

Our Stories

Jasmine Fields
An international education
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Web Design: Associate in Applied Science

Minimum Credits for Graduation: 61

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ART 117, Visual Design for Electronic Media	3	Sp, Su
CAPS131, Introduction to Databases	1	Sp, Su
CAPS133, Advanced Databases	1	Sp, Su
CIS 108, Introduction to Computer Information Systems	3	Sp, Su
OR CSCI160, Introduction to Computer Programming		Sp, Su
ENGL100, Academic Writing I*	3	Sp, Su
WD 152, Web Page Design	1	Sp, Su
▶ **Mathematics Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
ART 212, Digital Photography	3	Sp, Su
BUAD106, Foundations of Business	3	Sp, Su
CIS 213, Programming in C++	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
WD 153, Advanced Web Page Design	1	Sp, Su
WD 154, JavaScript	1	Sp, Su
WD 155, Extensible Markup Language	1	Sp, Su
Minimum Total Semester Credits	**15**	

Third Semester

Course	Credits	Schedule
ART 213, Dynamic Media I	3	Sp, Su
BUAD203, Business Communications	3	Sp, Su
CIS 220, Database Concepts	3	Sp, Su
WD 220, PHP and Database Programming	3	Sp, Su
▶ **Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Fourth Semester

Course	Credits	Schedule
CIS 225, JAVA	3	Sp, Su
OR CSCI165, Computing Fundamentals I		Sp, Su
CIS 227, Web Programming & Design	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
WD 256, Web Design Solutions	1	Sp, Su
▶ **Humanities Elective**	3	Use Schedule Search for electives

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Social Science Elective	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

ART 212: Per Art Department approval, Web Design majors do not need to complete ART 111, Photography I, prior to enrolling in ART 212, Digital Photography.

Mathematics, Science, Humanities, and Social Sciences Electives: An approved SUNY GEN ED course is recommended.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Program Requirements

Wine Marketing: Associate in Applied Science

Minimum Credits for Graduation: 65

Printable Worksheet (pdf)

First Semester

Course	Credits	Schedule
ENGL100, Academic Writing I*	3	Sp, Su
HRMG100, Introduction to the Hospitality Industry*	3	Sp, Su
HRMG107, Safe Alcohol Handling*	1	Sp, Su
WINE120, Survey of Wine and Alcoholic Beverages*	3	Sp, Su
►**CAPS Elective**	2	Use Schedule Search for electives
►**Social Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**15**	

Second Semester

Course	Credits	Schedule
BUAD, BUAD Elective	3	Sp, Su
ENGL101, Academic Writing II	3	Sp, Su
PSED213, Job Search*	1	Sp, Su
WINE130, Grape Growing and Wine Business*	3	Sp, Su
►**Mathematics Elective**	3	Use Schedule Search for electives
►**Science Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Summer Semester

Course	Credits	Schedule
WINE213, Wine Marketing Internship*	3	Sp, Su
Minimum Total Semester Credits	**3**	

Third Semester

Course	Credits	Schedule
ACCT101, Principles of Accounting I	4	Sp, Su
BUAD204, Principles of Marketing	3	Sp, Su
ENGL201, Fundamentals of Speech	3	Sp, Su
OR ENGL204, Fundamentals of Interpersonal Communication		Sp, Su
WINE200, Sensory Evaluation for Wine and Food Pairing*	3	Sp, Su
►**Humanities Elective**	3	Use Schedule Search for electives
Minimum Total Semester Credits	**16**	

Fourth Semester

Course	Credits	Schedule

Our Stories

Esther Williams
The thriving artist
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

BUAD212, Quality Customer Service*	3	Sp, Su
HRMG201, Hospitality Law*	3	Sp, Su
HRMG206, Food and Labor Cost Control*	3	Sp, Su
WINE202, Beverage Studies*	3	Sp, Su
WINE220, Wine Marketing and Merchandising*	3	Sp, Su
Minimum Total Semester Credits	**15**	

A "C" or better grade is required in BUAD 212, ENGL 100, HRMG 100, HRMG 201, HRMG 204, PSED 213, WINE 120, WINE 130, WINE 200, WINE 202, WINE 213 and WINE 220.

A student exempted from ENGL 100 must substitute a three credit liberal arts elective. The course should be selected in consultation with the student's advisor.

Humanities Elective: Occupational Spanish is recommended in consultation with the student's advisor.

*Grade of C or better or required; **grade of C- or better required.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

- Academic Regulations
- Grading Policies
- Academic Standards
- Student Rights and Responsibilities
- Campus Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Grade Point Average

More Information

Grade Point Average

The grade point average (GPA) is computed by:

1. multiplying the quality points for the letter grade earned by the number of GPA credits for the course.
2. adding the quality points earned in all courses taken.
3. dividing the sum of quality points by the total number of GPA credits.

Grades for equivalent credit courses and the grade notations of AW, W, WP, I, IP, P, SUNY, TR, MW, NC, and X are not used to calculate the GPA.

In computing grade point averages only credit courses taken at TC3 are included.

Sample Grade Point Average Calculation

Example of GPA (Grade Point Average) calculation, with a failing grade (F) and a pass (P) included to demonstrate how they are calculated:

Course	Credits	Total GPA Credits	Grade	Quality Points	Total Quality Points
ENGL 101	4	4	A	4.0	16.0
BIOL 104	4	4	C-	1.7	6.8
SOCI 101	3	3	B+	3.3	9.9
MATH 102	3	3	F	0.0	0.0
FITN 108	1	--	P	--	--
PSYC 101	3	3	C+	2.3	6.9
Totals		17			39.6

Total Quality Points/Total GPA Credits = GPA

39.6/17 = 2.329 GPA

Our Stories

Padraic O'Donnell
Finding his strength
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Gainful Employment

Accounting

Certificate: Accounting

Program length:2 semesters

Related occupations
Bookkeeping, Accounting, & Auditing Clerks (SOC code 43-3031.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Julianna Johnson
A life-changing education
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Gainful Employment

Biotechnology

Certificate: Biotechnology

Program length:3 semesters

Related occupations
Molecular & Cellular Biologists (SOC code 19-1029.02)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

James Jacob
Family DNA Portraits
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Admissions Office
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Gainful Employment

Business Administration

Certificate: Business Management

Program length:3 semesters

Related occupations
General & Operations Managers (SOC code 11-1021.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Dryden Mutual
Mutual benefit
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Chemical Dependency Counseling

Certificate: Chemical Dependency Counseling

Program length:2 semesters

Related occupations
Substance Abuse & Behavioral Disorder Counselors (SOC code 21-1011.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

PATHWAYS
your key to college

If you are a parent or over 25 years of age, college can be a reality for you.

The financial and academic support you need is available.

TC3 Foundation

Get your degree.

Realize your opportunity to succeed.

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Construction and Environmental Technology

Certificate: Contruction and Environmental Technology

Program length:2 semesters

Related occupations
First-Line Supervisors of Construction & Extraction Workers (SOC code 47-1011.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Janelle Boyd
Her vision of success
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Milagros Cartagena
The experience of a lifetime
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Creative Writing

Certificate: Creative Writing: Poetry and Prose

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Creative Writing: Screenwriting

Program length:2 semesters

Related occupations
Writers & Authors (SOC code 27-3043.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

In Shik Lee
A future that works
Full story

TC3.biz Link to Success

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Gainful Employment

Criminal Justice

Certificate: Criminal Justice

Program length:2 semesters

Related occupations
First-Line Supervisors of Police & Detectives (SOC code 33-1012.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Harriet Rovner Ferguson
Class of 1972
Full story

TC3
Go Back. Move Forward.
center for Adult Learning & Training
Tompkins Cortland Community College

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500

Our Stories

Blaze Sanders
Big dreams
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

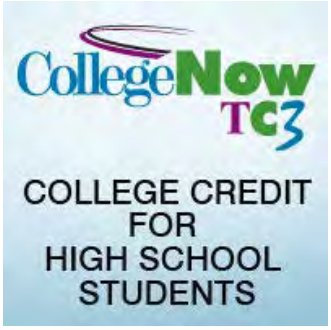
Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500

Our Stories

Health Services
A healthy campus
Full story



Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Electrical Engineering Technology

Certificate: Electrical Engineering Technology

Program length:3 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level I

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Certificate: Electrical Engineering Technology Level II

Program length:2 semesters

Related occupations
Electronic Engineering Technicians (SOC code 17-3023.01)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

A COLLEGE of THE STATE UNIVERSITY of NEW YORK

Tompkins Cortland Community College
170 North St, P.O. Box 139, Dryden, NY 13053
1.888.567.8211–1.607.844.8211

Contact the webmaster for website or accessibility issues.

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Human Services

Certificate: Human Services

Program length:2 semesters

Related occupations
Community & Social Service Specialists, All Other (SOC code 21-1099.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Liberal Arts and Sciences – General Studies

Certificate: Liberal Arts and Sciences – General Studies

Program length:3 semesters

Related occupations
No Match

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Carrie Buchanan
A tradition of service
Full story

Catalog News

Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

Admissions Office

Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Gainful Employment

Office Management and Administration

Certificate: Executive Office Assistant

Program length:2 semesters

Related occupations
Executive Secretaries & Executive Administrative Assistants (SOC code 43-6011.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Our Stories

Chris Xaver and Christine Guest
Hands-on ... cameras on
Full story

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

TC3 Catalog 2011-12 (Archive)

Tompkins Cortland Community College

Degrees & Certificates

- Honors College
- General Education
- Sustainability Designation
- Disney College Program
- Study Abroad
- Internships

Online Learning

Course Search

Register for Classes

Transfer Opportunities

Academic Calendar

Student Services

Policies and Procedures

Faculty

Gainful Employment

Paralegal

Certificate: Paralegal Studies

Program length:3 semesters

Related occupations
Paralegal & Legal Assistants (SOC code 23-2011.00)

Program costs per year (two semesters)
Costs are based on New York state residency for 2011-2012

Tuition: $1,975
Fees: $375
Books and supplies: $550
Room - newer buildings: $3,500
Board - minimum meal plan: $840
Total: $7,240

Enrollment under minimum reporting requirements for addtional information.

Admissions Office
Monday, Tuesday, Wednesday, Friday, 8:30 a.m.–4 p.m.
Thursday, 9 a.m.–4 p.m.

607.844.6580
admissions@TC3.edu

Our Stories

Gabrielle Cook
Letters home: from Chennai, India
Full story

zimride Tompkins
SAVE money
SHARE a ride

Catalog News
Spring and Summer 2012 Course Offerings Available Online

Addendum to 2011-2012 Catalog, May 10, 2011

Coming Soon: Two New Degree Programs, Digital Cinema and Recreation: Exercise Studies

All TC3 news

COURSE DESCRIPTIONS

FALL 2017

ACTIVE COURSE DESCRIPTIONS

ACADEMIC SUCCESS

ACAD100 Introduction to the College Experience
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ACAD150 College Success Seminar
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ACAD175 Academic Success - Continuing Students
Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behaviors for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall and spring semesters.

ACCOUNTING

ACCT101 Principles of Accounting
Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing.
4 Cr. (4 Lec.) Fall and spring semesters.

ACCT102 Principles of Accounting II
This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT120 Accounting on Microcomputers
Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ACCT203 Intermediate Accounting
Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

ACCT204 Intermediate Accounting II
This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT205 Cost Accounting
Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT207 Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (4 Lec.)

ACCT280 Independent Study-Accounting

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisites: ENGL 101 and instructor permission. 1-3 Cr.

ANTHROPOLOGY

ANTH201 Introduction to Anthropology
Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological Anthropology (physical, primates, and genetics), Archaeology (Ancient Civilizations), Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology that investigates the effect of globalization on living cultures may also be explored. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202 Cultural Anthropology
Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. This course is designed to broaden one's worldview of people living in various cultures. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students will also conduct interviews and observation and research a specific culture of their choice. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

ANTH202H Cultural Anthropology – Honors
Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH220 Development Anthropology in a Globalizing World *Cross-listed as SOCI 220*
This course prepares students for citizenship in a global society by focusing on the challenges of Globalization and development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how might western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

ANTH260 Culture Survey for Study Abroad ***Cross-listed as IED 260***
Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, as well as other regions of the world. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ANTH261 Study Abroad Cultural Survey Cross-listed with IED 261.
Provides a full cultural immersion experience via a short term study abroad trip to a western culture, such as France, Italy or Spain. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include expressive arts, cuisine, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as HRMG 220, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ANTH274 Archaeology Field School - Cayuga Nation
This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m. - 5:00 p.m.) on a local excavation “dig” site for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.) Summer semester.

ANTH290 Social Science Capstone Course ***Cross-listed as HSTY 290 or PSYC 290 or SOCI 290***
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

ANTH295 Global Seminar ***Cross-listed as ENVS 295***
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH295H Global Seminar Honors ***Cross-listed as ENVS 295H***
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ARABIC

ARAB 101 Arabic I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in Arabic. Cultural aspects of the Arabic-speaking world are covered. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ARAB 102 Arabic II
Building on the skills and knowledge of speaking, listening, reading, and writing mastered in ARAB 101, students continue to learn the essentials of Arabic grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ARAB 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART

ART 101 History and Appreciation of Art I
A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ART 102 History and Appreciation of Art II
Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 104 History of Photography and Video
Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ART 106 Introduction to Photojournalism
This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

ART 109 Graphic Design
An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 110 Design I
Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 111 Photography I
Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 112 Photography II
A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to medium and large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 114 Design II
Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. ART 114 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 115 Painting I
Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 116 Painting II
A continuation of Painting I, this course emphasizes the creative use of acrylics and oils. Composition, form, and texture will be taught, as well as exploration by students of various mixed media. Prerequisites: ART 115; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.). Occasionally.

ART 117 Design I for Electronic Media
Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts on the computer. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience and principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 120 Drawing I
Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 122 Drawing II
By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. ART 122 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 130 Ceramics
This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, demonstration of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 180 Typography
Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. ART 180 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 200 Illustration
An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. ART 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 212 Digital Photography
This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available from the Photography Department to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 213 Dynamic Media I
This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117, ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 214 Dynamic Media II
This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 222 Advanced Digital Photography
This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 233 Animation
This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART248 Word and Photographic Image
In this workshop, students explore artist and writer William S. Burroughs' "Third Mind" practices. By working with two or more mediums, visual media and language, he created a new third state of mind and creative expression. Students explore how playing with language impacts both the photographic process and their creative expression. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. ART 212 or instructor permission; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

ART 254 Advanced Media Design
Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 260 Portfolio Preparation - Graphic Design
ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Open to Graphic Design majors who have completed two semesters of program courses. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ART 261 Portfolio Preparation - New Media
ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Open to New Media majors who have completed two semesters of program courses. Prerequisites: prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ART 262 Portfolio Preparation – Photography
ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, writing cover letters, and creating finished portfolios that meet the requirements of the targeted institutions. Open to Photography majors who have completed two semesters of program courses. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ART 270 Computer Graphics I
This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. ART 270 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 271 Computer Graphics II
This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. ART 271 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 276 Independent Art Studio – Ceramics
This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 280 Independent Art Studio – Design
An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 282 Independent Art Studio – Drawing
An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 284 Independent Art Studio - Graphic Design
An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 288 Independent Art Studio – Painting
An advanced course of study in painting developed through an agreement between the faculty member and the student. The student must demonstrate competence in painting by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 290 Independent Art Studio - Photography
An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 298 Independent Art Studio - Media Arts
An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ASTRONOMY

ASTR101 Introductory Astronomy
A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOLOGY

BIOL100 Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)
Fall and spring semesters.

BIOL101 Principles of Biology I

BIOL 101 presents an overview of major biological principles. Course topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL102 Principles of Biology II

BIOL 102 presents an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics will include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. There are no biology course prerequisites. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. This course has no BIOL prerequisite. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL104 General Biology I

This is one of two semesters of an introductory level biology sequence designed for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who are interested in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in ENGL 100, MATH 095 or MATH 098, and RDNG 116 if required by placement testing;. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL104H General Biology I - Honors

This is one of two semesters of an introductory level biology sequence designed for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who are interested in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in ENGL 100, MATH 095 or MATH 098, and RDNG 116 if required by placement testing; instructor permission. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL105 General Biology II

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in ENGL 100 if required by placement testing; MATH 095 or MATH 098 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL105H General Biology II – Honors

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in ENGL 100 if required by placement testing; MATH 095 or MATH 098 and RDNG 116 if required by placement testing; permission of instructor. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL112 Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; ENGL 100, MATH 095 or MATH 098 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

BIOL114 Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL115 Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. BIOL 115 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

BIOL116 Tropical Field Natural History

This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education Natural Sciences requirement. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

BIOL125 Biology and Earth Science for Teachers ***Cross-listed as GEOL 125***

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL131 Principles of Human Anatomy and Physiology I

Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or a C or better in BIOL 104 or a C or better CHEM 101 and BIOL 101. MATH 095 or MATH 098, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL132 Principles of Human Anatomy and Physiology II

Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. BIOL 132 fulfills the SUNY General Education Natural Sciences requirements. Prerequisites: BIOL 131; MATH 095 or MATH 098, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL201 Human Anatomy and Physiology I
The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 104, or BIOL 101 and 102; MATH 095 or MATH 098 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL202 Human Anatomy and Physiology II
The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 201; prior completion or concurrent enrollment in ENGL 100 and MATH 095 or MATH 098 and RDNG 116 if required by placement testing;. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL205 General Genetics
Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 or MATH 098 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL206 Molecular Genetic Techniques
T This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating exression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 or MATH 098 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.
1 Cr. (3 Lab.) Fall semester.

BIOL211 Ecology
An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. BIOL 211 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 105; MATH 120 or MATH 200; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.
4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL215 Tropical Field Ecology
This class is designed to provide students with the opportunity to explore the ecology of tropical systems. Students will build on their prior ecological knowledge to research and design a field project to be completed in Colombia, South America as part of a BIOL/HSTY study-abroad learning community. In addition to reviewing and expanding on knowledge of basic ecological concepts, students will explore the ecological differences between temperate and tropical ecosystems, the structure and function of tropical lowland rainforests and cloud forests, evolutionary processes, and the mechanisms by which diversity in tropical ecosystems is maintained. Students will work with BIOL 116 students as research mentors and attend all class meetings. Instructor permission and international travel is required. Additional fees apply. Prerequisites: BIOL 116; BIOL 105; prior completion or concurrent enrollment in ENGL 101; MATH 120 or MATH 200; RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Spring semesters.

BIOL216 General Microbiology
Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 or MATH 098 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL216H General Microbiology - Honors
Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 or MATH 098 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and instructor permission.
4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL220 Cell Biology I
Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 or MATH 098 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL221 Cell Culture Techniques
Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 or MATH 098 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL232 Exercise Physiology ***Cross-listed as RECR232***
Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095or MATH 098 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Occasionally.

BIOL280 Biology-Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

BIOTECHNOLOGY

BIOT101 Introduction to Biotechnology

A survey course for students enrolled in the Biotechnology degree and certificate programs. Career opportunities in biotechnology (modern biology) are discussed. Students map their educational paths to their career objectives. Issues related to intellectual property rights, bioentrepeneurship, regulations in biomanufacturing, and bioethics are covered. Employability (soft) skills, including group work and presentation, are developed. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL103; prior completion or concurrent enrollment MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

BIOT295 Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem issues, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 120 or higher; BIOL 206 or 221; two 200 level biology courses selected from other than BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 Lab) Spring semester.

BIOT295H Biotechnology Seminar - Honors

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem issues, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 120 or higher; BIOL 206 or 221; two 200 level biology courses selected from other than BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 Lab). Spring semester.

BUSINESS ADMINISTRATION

BUAD103 Entrepreneurship I
Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resource skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD104 Business Mathematics
Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

BUAD106 Foundations of Business
Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD108 Sales and Sales Management
Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD109 Personal Money Management
This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD111 International Business
Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD201 Business Law I
Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD202 Business Law II
This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201. 3 Cr. (3 Lec.) Spring semester.

BUAD203 Business Communications
Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD204 Principles of Marketing
Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD207 Entrepreneurship II
Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered in on-line class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BUAD208 Principles of Management
Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD211 Marketing Applications
Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Summer semester.

BUAD212 Quality Customer Service
This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. The trends associated with social media and web presence are explored. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD215 International Marketing
Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD217 Fundamentals of Exporting
This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD219 Human Resource Management
This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD220 Principles of Bank Operations
The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222 Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD261 Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to "www.wdwcollegeprogram.com". Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr. Fall and spring semesters.

BUAD264 Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BUAD290 Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CHEMICAL DEPENDENCY COUNSELING

CDSC101 Introduction to Chemical Dependency Counseling
This course is designed to provide an introduction to clinical interviewing and substance abuse counseling. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. Students gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. A C or better grade is required to progress to 200-level CDSC courses 3Cr. (3 Lec.) Fall and spring semesters.

CDSC200 Chemical Dependency Field Work I
This course is the first of two semesters of field placement and practicum in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 101 with a C or better grade; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better to successfully complete this course. 4 cr. (1 Lec., 9 Lab) Fall and spring semesters.

CDSC201 Counseling Theories & Interventions I
This is the second theory course in the Chemical Dependency degree and certificate programs. An in-depth analysis of the basis and application of chemical dependency counseling theory with an emphasis on individual counseling is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: Prior completion with a grade of C or better or concurrent enrollment in CDSC 101; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CDSC220 Chemical Dependency Field Work II
The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 200 with a C or better grade; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better grade to successfully complete this course. 4 Cr. (1 Lec., 9 Lab.) Fall and spring semesters.

CDSC225 Counseling Theories & Interventions II

This is the third theory course in the Chemical Dependency degree and certificate programs. The first part of the course is devoted to group theory and interventions with chemically dependent individuals. The second part of the course focuses on the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives and empirically supported approaches are reviewed. Techniques for assessment, treatment and care coordination are discussed. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.) Spring semester.

CHEMISTRY

CHEM101 Principles of Chemistry I
This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 095 or MATH 098 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM102 Principles of Chemistry II
This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 101; MATH 095 or MATH 098 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM107 General Chemistry I
This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, phase changes, and thermochemistry. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 120 and college prep chemistry or CHEM 101; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 4 Cr. (3 Lec. 2 Lab.) Fall semester.

CHEM107H General Chemistry I - Honors
This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, phase changes and thermochemistry. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. PREREQUISITES: MATH 120 and college prep chemistry or CHEM 101; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing; permission of the instructor. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHEM108 General Chemistry II
This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, and kinetics. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. PREREQUISITES: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CHEM205 Organic Chemistry I
This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, (NMR, MS, IR, UV.) cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. PREREQUISITES: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

CHEM 228 Biochemistry
This course is designed for students committed to a career in the life sciences and interested in advanced study of current issues in biochemistry. This course will focus on how life works at the molecular level. The topics will cover the structure and function relationships for biological macromolecules such as amino acids, nucleic acids, proteins, lipids, carbohydrates, enzymes, vitamins and hormones, to the signal transduction, metabolic and energy transfer pathways. This course will examine the correlation between these bio-macromolecules, signal transduction and metabolism with human diseases. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; C or better grade in MATH 120 or appropriate qualifying test score; RDNG 116 if required by placement testing; CHEM 205. 3 Cr. (3 Lec.)

CHEM206 Organic Chemistry II
This course is designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. The following topics will be covered: general synthesis, reaction and reaction mechanisms of major organic functional groups: alcohols, ethers, carbonyl compounds [aldehydes, ketones, carboxylic acids and their derivatives, beta di keto compounds, amino compounds, heterocyclic aromatic compounds, and various biological compounds. In addition, Aromatic compounds, the rule of aromaticity and the preparation, reaction, and reaction mechanism of Electrophilic Substitution and Nucleophilic addition. Emphasis will be placed on reaction mechanisms and a survey of biological macromolecules. Brief details about the structure of Carbohydrates, Proteins, Lipids, and Nucleic acids. In addition, of DNA and RNA Sequences, and the Polymerase Chain Reaction (PCR). PREREQUISITES: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

CHEM280 Chemistry – Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 2 Cr. Occasionally.

CHINESE

CHIN101 Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CHIN102 Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMMUNICATION & MEDIA ARTS

COMM100 Creating Online Media
This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM101 Mass Media
A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM105 Careers in Audio/Music
Designed to guide students through the variety of careers available in Audio and Music Production and Design. The class will explore the roles and responsibilities for positions that include but are not limited to: producer, recording engineer, studio director or manager, film scorer/composer, MIDI technician, sound designer, AV installer, video conference tech, music editor, music supervisor/director, film arranger/adapter. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall.

COMM110 Aesthetics/Techniques of Video and Film Editing
This course provides the student with the basic skills necessary to read a film. This course concentrates on formal analysis of the aesthetic and ideological elements that comprise the multiple languages of cinema. The course introduces the student to various genres of narrative cinema as well as to different categories of cinema such as experimental, documentary, animation and hybrid forms. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), and prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM111 Foundations of Digital Editing
Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM112 Foundations of Motion Graphics
This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM115 Introduction to Digital Video
This is a basic, practical, hands-on introduction to the creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM120 Broadcast Operations
This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM127 Audio Production I
Students will learn the fundamentals of both analog and digital audio production. Topics include recording consoles (including radio): design, function, and signal flow; signal processing: reverberation, delay, equalization, compression and a host of effects; introductions to microphones and speaker technologies; along with an introduction to music production and radio production techniques. Prerequisites: Prior completion or concurrent enrollment in ENGL 099; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (2 Lec. 2 Lab) Fall semester.

COMM135 Recording Technology I
This course covers the basics in recording technology using industry standard hardware and software. Students will use microphones, outboard processors and basic concepts in music theory to produce audio programs. This course is designed for students pursuing a career in audio design and production. Prerequisites: Prior completion or concurrent enrollment in ENGL 099; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing.
3 Cr. (2 Lec., 2 Lab) Fall semester

COMM140 Introduction to Field Production
A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM145 DVD Authoring
DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160 Media Writing
This is an intensive writing seminar based on basic principles and techniques of writing for media which may include but is not limited to writing for TV, print, radio, and online formats. Students will learn how to write news, commercial copy, and public relations materials. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester

COMM210 Production and Direction
An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM225 Communication Law and Ethics
The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the "working world". Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM227 Audio Production II
This course covers the fundamentals and practical applications of a digital audio system, as well as methods for functioning in an integrated MIDI/digital audio workstation (DAW)/analog studio environment. This includes techniques for the analysis and study of audio signals and systems; decibels in audio and acoustical applications; systems analysis of contemporary recording and synthesis technology. Course topics include system setup and interconnections; MIDI interface and synchronization; aspects of digital recording consoles/mixers, I/O, sample rate, and bit depth; and basics of a DAW, such as the elements of hard-disk recording, track and file management, digital audio, and sequencing strategies. Assignment-based lab time required. Prerequisites: COMM 127; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab) Spring semester.

COMM230 Broadcast Communication Skills
The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM235 Recording Technology II
Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, "industry-standard" editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. Prerequisites: COMM 127 and COMM 135; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semesters.

COMM240 Non-Fiction & Fiction Field Production
An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker's "voice" within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM245 Professional Video Editing and Post Production
This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM250 Sports Field Production
Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing.
3 Cr. (1 Lec., 4 Lab.) Occasionally.

COMM257 Advanced Writing and Reporting
An advanced course for Journalism majors with a focus on writing under deadline. Students will learn professional-level writing, editing and interviewing techniques. Students will write features, hard news and investigative pieces for the converging print, online and broadcast mediums. Students will learn advanced reporting techniques including; record searches, computer-assisted research and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM262 Portfolio Preparation-Communication
Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

COMM265 Communication & Media Arts Internship
This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair.
3 Cr. (9 Lab.) Occasionally.

COMM 270 Hollywood: On Location
Students spend 20 days in California touring studios, speaking with industry leaders, and working as interns on Hollywood productions. Intended for second year Digital Cinema and Broadcast Production -Television majors, the entertainment industry and the vast history of storytelling in Hollywood are explored and researched. Students produce a film or television episode working alongside industry professionals. They develop research skills, storytelling techniques, networking skills, collaboration and leadership skills. The course consists of 40 lecture hours in meetings prior to the Hollywood trip; 30 lecture hours during the trip; and 105 lab hours for fifteen out of the 20 days in Hollywood. Students must be in good academic standing with a 3.2 GPA or higher; they must submit a faculty recommendation and an application. The Dean of Instruction and the course instructor select a limited number of students based on the course requirements and completed prerequisites. Substantial course fee. Prerequisites: COMM 210; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing. 6 Cr. (4 Lec, 2 Lab) Occasionally.

COMM280 Communication & Media Arts-Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

COMM285 Radio News Production
This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Fall semester.

COMM290 Television News Production
This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM295 Television News Production and Origination
The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Spring semester.

COMM298 Cinema Capstone ***Cross-listed as ENGL 298***

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

COMPUTER APPLICATIONS

CAPS100 Keyboarding for Computers
Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS101 Introduction to Computers
An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS105 Word for Personal Use
Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks) Occasionally.

CAPS111 Introduction to Word Processing
An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS113 Advanced Word Processing
Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS121 Introduction to Spreadsheets
An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS123 Advanced Spreadsheets
Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office Specialist (MOS) Expert Exam in Excel. Topics include planning, recording, running and editing macros, creating VBA procedures, enhancing charts, adding sparklines, identifying data trends, using what-if-analysis (scenario manager, goal seek, data tables), analyzing data, creating PivotTables and PivotCharts, exchanging data with other programs such as Microsoft Word, PowerPoint and Access, sharing, customizing and maintaining workbooks, importing and exporting data and auditing worksheets. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS131 Introduction to Databases
An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing.
1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS133 Advanced Databases
This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 090, RDNG 116 and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS141 Presentation Software
An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 100 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS152 Web Page Design
An introduction to the development of web pages for the Internet. Topics include HTML and/or XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS 153 Advanced Web Page Design
This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS 154 Java Script
This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS155 Extensible Markup Languages *Cross-listed as WD 155*
Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMPUTER FORENSICS

CFOR110 Security System Design and Analysis
This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CFOR210 Computer Forensics
This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR220 Intrusion Detection
This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR230 Search and Seizure-Legal and Privacy Issues
Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (or prior completion of ESL 103) if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Spring semester.

CFOR240 Economic Crime Investigation
Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER INFORMATION SYSTEMS

CIS 108 Introduction to Computer Information Systems
This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic, or Java. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CIS 132 Network Design
Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 213 Programming in C++
An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121,and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 214 Systems Analysis and Design
An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103)) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 215 Operating Systems
An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103)) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 220 Database Concepts
Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 131; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 223 Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 225 JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 227 Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 230 Computer Information Systems Internship

Students work a minimum of eight hours per week in local CIS settings. Tasks performed include: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

COMPUTER SCIENCE

CSCI160 Computer Science I

This course introduces students to computer programming in order to solve problems and process information. Topics include variables, data types, algorithms, decisions, repetition, files, arrays and modules using a common programming language. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 120 or MATH 122, or three years of high school math including trigonometry; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI165 Computer Science II

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 120 OR 122 or three years of high school math, including trigonometry; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI205 Computer Science III/Data Structures

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 138, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI210 Computer Architecture & Organization

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Moderate additional cost for course materials. Prerequisites: CSCI 205 or ability to program in higher language; MATH 138 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER SUPPORT SPECIALIST

CSS 112 Hardware Repair and Maintenance
This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 212 Help Desk and User Support
This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 240 Computer Support Specialist Internship
Provides a 14-week supervised work experience in the field of computer support. Students work a minimum of eight hours per week in local computer support settings. Duties performed include: installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

CONSTRUCTION TECHNOLOGY

CONT107 Construction Materials
This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CONT115 Construction Estimating and Planning
This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT202 Surveying
This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CONT208 Construction Management and Regulation
This course covers "Basic Management" used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CONT210 Structural Design
An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centroids, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CONT216 Materials Testing
This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; RDNG 116 if required by placement testing. Prior completion of a lab science is strongly recommended. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT 280 Construction Tech Independent Study
This course provides the opportunity for more in depth study of a construction and environmental technology topic. Faculty member approval is required prior to registration. 1-3 Cr. Occasionally.

CRIMINAL JUSTICE

CRJU104 Introduction to Corrections ***Cross-listed as HUMS 104***
This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

CRJU105 Introduction to Criminal Justice
This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU110 Introduction to Policing
The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CRJU205 Concepts of Criminal Law
Criminal law is analyzed with an emphasis on the statutory classifications of crime and the elements necessary to establish a crime and criminal intent. Students read and analyze court cases which examine the penal statutes and discuss constitutional implications. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing.
3 Cr. (3 Lec.) Fall semester.

CRJU210 Introduction to Criminal Investigation
Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU212 Community Corrections ***Cross-listed as HUMS 212***

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU215 Legal Aspects of Evidence ***Cross-listed as PARA 216/PARC 216***

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU 217 Ethics in Criminal Justice

This course is an examination of ethical considerations facing criminal justice practitioners. Topics include defining moral behavior; developing moral and ethical behavior; exploring ethics within law enforcement systems; ethics and the courts; ethics and corrections; the ethics of punishment; policy implications; professionalism; and the role of pride for practitioners. CRJU 217 fulfills the SUNY GEN ED Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in CRJU 105 or SOCI 101, and prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. Cr. 3 (3 Lec.) Fall semester.

CRJU230 Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105; CRJU 210 or CRJU 205 and SOCI 207; ENGL 101 and RDNG 116 if required by placement testing. Prior completion or concurrent enrollment in MATH 090 if required by placement testing. Instructor permission is required; the instructor may allow concurrent enrollment in CRJU 210 or CRJU 205 and SOCI 207. 3 Cr. (9 Lab.) Fall and spring semesters.

CRJU280 Independent Study-Criminal Justice

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

CULINARY ARTS

CULI 101 Food Service and Preparation I
Basic procedures and techniques for large quantity food preparation and service are covered. The practice of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are integral to this course. Special projects in menu planning, purchasing, preparation, and services are required. Coursework will also include elements of local food sourcing and menu development from that approach. Lab fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and HRMG 105; MATH 090 if required by placement testing.
4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters

CULI 102 Food Service and Preparation II
Building on introductory concepts learned in CULI 101, the course focuses on culinary operations concepts, including kitchen structures and design, inventory and control, service systems and advanced menu development within a commercial setting. Attention is given to food combinations, types of cuisine, and the creative as well as practical process in menu planning and costing of product from local sources when practical. Lab fee required. Prerequisites: C or better grade in CULI 101; HRMG 105, ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters.

CULI 160 Back of House Kitchen Practicum
An experiential learning course within a 'back of the house' culinary operation teaches students about the nuances of a busy kitchen. Practical workplace training is supported by an individualized learning plan. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in CULI 102 and ENGL 101; HRMG 100, HRMG 105; MATH 090 if required by placement testing; previous completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (6 Lab.) Fall and spring semesters.

CULI205 Garde-Manger & Catering
The basics of garde manger production are learned through preparation of appetizers, condiments, and hors d'oeuvres. Emphasis is placed on buffets and other catering production and presentation concepts. Topics include: hot and cold hors d'oeuvres; salads, dressings, and relishes; sandwiches; patés and terrines; chaudfroids, gelees, and molds; canapés; and garnishing, carving, and decorating. Laboratory practice parallels class work. Lab fee required. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in ENGL 101; HRMG 105; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing.
4 Cr. (2 Lec., 6 Lab.) Fall semester.

CULI 270 Restaurant Operations Front-of-House Practicum
Students are introduced to the use of technology in group restaurant reservations, guest orders, point of sale, scheduling and inventory. Students are required to complete a minimum of 90 work hours of field experience at the TC3 culinary lab facility in downtown Ithaca. Rotations include classic and contemporary table service, beverage preparation and service, guest relations, order taking in an à la carte environment, service sequence and etiquette, point-of-sale systems, cash handling, merchandising, public area sanitation and safety, dining room preparation and hosting/reservations. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in HRMG 100; HRMG 105; HRMG 107; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. CULI 101 is recommended. 4 Cr. Spring semester.

DRAFTING

DRAF107 Engineering Graphics
This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Fall and spring semesters.

DRAF117 Architectural Drafting I
The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

DRAF118 Architectural Drafting II
This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Spring semester.

DRAF120 Introduction to Computer Aided Drafting
This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing.
2 Cr. (1 Lec., 3 Lab.) Occasionally.

EARLY CHILDHOOD

ECHD110 Children and the Arts
This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD125 Introduction to Early Childhood Education ***Cross-listed as HUMS 125***
This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting thru out the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD206 Infant/Toddler Environments and Curriculum
Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.) Fall and spring semesters.

ECHD225 Early Childhood Curriculum Development ***Cross-listed as HUMS 225***
Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD240 Techniques for Observing and Recording Young Children's Development
Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD242 Guided Field Work - Early Childhood Education
This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.) Fall and spring semesters.

ECHD242H Guided Field Work Early Child Honors
This honors course is designed to provide members of the early childhood academy with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Academy students will complete specific enrichment experiences. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the Early Childhood Program Chair. 4 Cr. (1.5 Lec., 8 Lab.) Occasionally.

ECONOMICS

ECON101 Introduction to Economics
This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON120 Principles of Microeconomics
An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; MATH 090 if required by placement testing.
3 Cr. (3 Lec.) Fall and spring semesters.

ECON121 Principles of Macroeconomics
An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUCATION

EDUC201 Introduction to Education

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The role of the family, the community, and society in the general process of education are explored. Student will develop an understanding of the New York State Common Core Standards. A thirty-hour field experience is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC295 Foundations of Education ***Cross-listed as SOCI 295***

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ELECTRICAL ENGINEERING TECHNOLOGY

ELEC127 Circuit Analysis
This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 120 or MATH 122; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC128 Fundamentals of Electricity
This course provides the fundamental prerequisite theory and laboratory experience to begin studies in electronics subject areas. Students will learn terminology, solutions to engineering problems and circuit construction and measurement techniques. The material will provide a firm background for further studies in electricity and electronics. Topics include: principles of electricity, DC series and parallel circuits, network theorems, magnetism, AC circuits, inductors, capacitors and frequency response. The lab component will include test, measurement and troubleshooting of DC and AC electrical circuits. Computer simulation and calculations will also be used to solve engineering problems. Prerequisites: MATH 120 OR 122, ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec.,3 Lab). Spring semesters.

ELEC130 Electronic Devices and Circuits
An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 120 or MATH 122; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100.
4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC207 Fabrication Techniques
This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Occasionally.

ELEC 222 Digital Electronics II
A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr.
(3 Lec., 3 Lab.) Occasionally.

ELEC223 Microcontroller Fundamentals
Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 120 or MATH 122; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC224 Digital Electronics
Digital Electronics is the foundation of computer systems and automated manufacturing. This course provides the theory and hands-on experience with digital logic and sequential circuits. Topics include number systems, Boolean logic, decoders, encoders, multiplexers, counters, shift registers and data conversion circuits. Laboratory experience will consist of demonstrating digital logic functions on a simulator then implementing the actual digital circuit on an FPGA project board programmed in VHDL. Prerequisites: ELEC 127 or ELEC 128, ENGL 100 and RDNG 116 if required by placement testing; MATH 120 or MATH 122. 4 Cr. (3 Lec. 3 Lab) Fall semesters.

ELEC233 Linear Integrated Circuits
An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 120 or MATH 122; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC240 Computer Applications for Data Acquisition & Control
An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 138; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC244 Industrial Electronics with PLCs
This course is the study of industrial electronics as it relates to factory automation. It prepares the student to connect and troubleshoot the sensors and transducers used in modern manufacturing facilities. Emphasis is placed on the operating characteristics of the sensors and transducers and the electrical theory of how to connect them to automated controllers like a Programmable Logic Controller (PLC). The students will learn how to automate processes by writing control software such as Ladder Logic to operate the PLC. The inputs and outputs of the PLC will connected to, and operate, actual sensors and transducers in a lab environment. Prerequisites: ELEC 126 OR 128, ELEC 222 OR 224, prior completion or concurrent enrollment in MATH 120 or MATH 122. 4 Cr. (3 Lec, 3 Lab). Spring semesters.

EMERGENCY MEDICAL TECHNICIAN

EMT 220 Emergency Medical Technician

This course is designed to prepare students for New York State Emergency Medical Technician certification. Students successfully completing this course are able to take the New York State EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as treatment of medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 6 Cr. (4 Lec., 6 Lab.) Fall and spring semesters.

EMT 230 Advanced EMT I

The first in a two course series, this course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. There is a heavy focus on competency in medical and trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the use of emergency medications. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification.
4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 231 Advanced EMT II

This course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. It is the second in a two course series. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. In this Course, there is a focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the delivery of advanced trauma life support. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification and enrollment in the previous semester Advanced EMT I course section. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

EMT 240 Advanced EMT - Critical Care I

This course is the first in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management using advanced life support techniques. In addition, the student participates in supervised hospital and field (ambulance) clinical experiences required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take EMT-Critical Care II. Prerequisites: Current NYS EMT Basic certification, ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 241 Advanced EMT - Critical Care II

This course is the second in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the AEMT Critical Care level. Prerequisites: Prior completion or concurrent enrollment in EMT 240 Critical Care I; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

ENGINEERING SCIENCE

ENSC137 Introduction to Engineering
Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.) Spring semester.

ENSC203 Electrical Science
DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ENSC204 Mechanics of Materials
The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC209 Engineering Mechanics: Statics
A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC212 Dynamics
A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH

ENGL098 Accelerated Writing Skills for ENGL 100
This course is designed as a writing workshop class supporting students who have placed into ENGL 099 but are also concurrently enrolled in ENGL 100. Students will develop the writing skills essential for success in ENGL 100, including writing about readings, essay structure, paragraph development, grammatical precision, and the essentials of punctuation. Students must receive at least a "C" grade to pass. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a non-credit course that may not be applied toward any degree or certificate program, but it may be counted towards a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Instructor permission required. Co-requisite: ENGL 100. 3 Equiv. Cr. (3 Lec.) Fall and spring semesters.

ENGL099 Foundations of Academic Writing
This course helps students develop essential academic writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of an essay is included. Students must receive at least a "C" grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

ENGL100 Academic Writing I
This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. ENGL 100 fulfills the SUNY General Education Basic Communication Requirement. Prerequisites: C or better grade in ENGL 099 or C or better grade in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101 Academic Writing II
This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101H Academic Writing II – Honors
This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102 Approaches to Literature
Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102H Approaches to Literature-Honors
Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL103 Report Writing
Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 100 with grade of C or better; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL105 Beginning Acting
Students experience the various techniques involved in acting using body, voice, movement and character development. Activities include improvisation and scene development, with emphasis on participation and in class exercises using the Stanislavsky System of actor training. Students maintain weekly character observation journals and write two short papers on the Stanislavsky System. ENGL 105 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr.. (3 Lec.) Occasionally.

ENGL108 Literary Performance and the Spoken Word
Creative Writing Course: Students will learn techniques for presenting, reciting, and performing their original work. In class, students will examine various performances, including literary readings and spoken word poetry, while developing their own performance voice and performance piece. The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL134 Transformative Travel Writing
This travel writing course will provide students with an opportunity to think and write reflectively about a culture other than their own. They will write reflective journal entries to analyze and evaluate their points of view, assumptions, and conclusions. Students will travel to the region/country to gain a better understanding of the people who live there. Upon return, students will write a formal essay explaining a transformation of thought about some aspect of the culture based on the journal entries and travel experiences. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116; instructor permission. 3 Cr. (1 Lec. 2 Lab.) Occasionally.

ENGL135 Short Narrative Film Writing
Creative Writing Course: This course explores techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ENGL200 Screenwriting
This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, creative concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201 Fundamentals of Speech
Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201H Fundamentals of Speech - Honors
Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Fall and spring semesters.

ENGL204 Fundamentals of Interpersonal Communication
This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL205 American Literature I
This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. ENGL 205 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206 American Literature II
This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. ENGL 206 fulfils the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL212 Fiction Writing

Creative Writing Course: This is an introduction to fiction writing with a focus on short, literary fiction. You will read and analyze the work of master short story writers while working on your own stories. Topics of discussion include character, plot, theme, setting, style, tone, structure, conflict, point of view, simile, metaphor, symbol, dialog, beginnings, endings, and imagery. During the workshops, you will read and critique the work of your classmates. ENGL 212 fulfills the SUNY General Education The Arts requirement. Prior completion or concurrent enrollment ENGL 100 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL215 Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and/or Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL216 Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. Close analysis of appropriate texts and films, creative problem solving, organizational strategies, and story development are emphasized. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL218 Smart TV ***Cross-listed as SOCI 218***

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL220 Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. ENGL 220 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL225 World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. ENGL 225 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL226 World Literature II
An analytical overview of the master works of world literature from the Age of Reason to the present. ENGL 226 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL227 Fundamentals of Creative Writing
In this Creative Writing Course, students write in the four genres: fiction, poetry, creative nonfiction and drama. Students learn to read to study the craft of writing, practice the art of imitation, and develop a sustainable writing practice. Students also learn the art of effective participation in writers' workshops and in literary citizenship. Prerequisites: Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL229 Introduction to Poetry
This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL233 Film Analysis
We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL233H Film Analysis –Honors
We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL235H Studies in Leadership – Honors
This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and the challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.) Occasionally.

ENGL237 Journalism
An introductory course that emphasizes beat reporting, feature writing, community journalism, and career preparation. Students work toward mastery in information gathering, reporting, and editing. They learn to apply ethical codes and practices in their work and to report fairly and accurately on issues of interest to diverse audiences. Prerequisite: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL245 Survey of British Literature I
A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. ENGL 245 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL246 Survey of British Literature II
The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. ENGL 246 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL247 Beat Movement in American Literature
An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL248 Contemporary Women Writers ***Cross-listed as WGST 248***
Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENGL250 Field Studies in Literature
This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

ENGL255 Writing Television Drama & Comedy
This course explores the process of researching and writing drama and comedy for series television. After close analysis of appropriate texts and series episodes, students develop and write scenes for a current sitcom and a current drama. In addition, they complete a spec teleplay for a current drama or comedy series. ENGL 255 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL256 Playwriting
Creative Writing Course: Students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. ENGL 256 fulfills the SUNY General Education The Arts requirement. Prerequisites: Prior completion or concurrent enrollment ENGL 100 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL257 Directing
Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL258 Creative Nonfiction Writing *Cross-listed as SOCI 258*
Creative Writing Course: This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, *Creative Nonfiction: Researching and Crafting Stories of Real Life).* Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL 258 fulfills the SUNY General Education requirement in the Arts. Cross–listed as SOCE 258. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL260 Creative Writing Portfolio
Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL261 Visiting Writer Series
This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ENGL262 Poetry Writing
Creative Writing Course: In this workshop students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. ENGL 262 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL271 Writing Internship
This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.) Occasionally.

ENGL274 Marketing the Screenplay
Examines approaches screenwriters use to get their creative work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL275 Getting Published - Prose and Poetry
This course examines the approaches creative writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL280 English-Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

ENGL285H Classic Epic in Transition - Honors ***Cross-listed as HUMN 285***
This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL298 Cinema Capstone ***Cross-listed as COMM 298***
Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

ENVIRONMENTAL STUDIES

ENVS101 Introduction to Environmental Science
Explores the biological dimensions of natural-resource management issues. A basic introduction to evolutionary and ecological principles help support discussions of topics such as human population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (2 Lec; 2 Lab.) Fall and spring semesters.

ENVS102 Technology and the Environment
Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 102 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (3 Lec.) Spring semester.

ENVS105 Environmental Ethics
At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS107 Economy, Society & Environment ***Cross-listed as POSC 107***
This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS108 Environmental Psychology ***Cross-listed as PSYC 108***
A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENVS110 Food Systems Seminar I: Intro to the US Food System
This seminar course will introduce students to the food system concept, and explore the sustainability of the U.S. food system. Topics covered will include: the history of food and agriculture; environmental impacts of food systems; production agriculture in the U.S. and sustainable alternatives; food processing, distribution, and waste; food and health, food security in the U.S.; and local food systems. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall Semester.

ENVS111 Food Systems Seminar II: Food Movements
This seminar course will explore the role of social movements in challenging the dominant food production and distribution system, and in building sustainable alternatives. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing; 2 Cr. (2 Lec.) Spring Semester.

ENVS112 Food Systems Seminar III: Identity, Ethics & Culture in the Global Food System
This seminar course explores the many ways in which our personal and cultural identities are linked to food; investigates the ethical choices involved in preparing and eating food; and examines the dynamic interaction of food and culture in an increasingly globalized world. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall semester.

ENVS 116 Soil Science
This course will explore the physical, chemical, biological, hydrologic, and ecological aspects of agricultural soils. Students in this course will become familiar with the processes of soil formation and classification, the importance of soils to human societies, and the techniques used in soil fertility management. Lab fee required. ENVS 116 fulfills the SUNY GEN ED Natural Sciences requirement. Prerequisite: Prior completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, and 1 22 (or prior completion of ESL 103); Prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 3 Cr.
(2 Lec.,2 Lab). Fall Semester.

ENVS 117 Fall Farming Internship
Through hands-on farming experience and site visits to area farms, students will be immersed in the use of farm management techniques that apply key sustainable agriculture concepts. Students will learn proper techniques for harvesting, postharvest handling, transplanting, seeding, weeding, marketing, crop planning, seed and supply inventory, variety selection, record keeping, and other aspects of diversified farm management and maintenance. Lab fee required. 2 Cr. (6 Lab). Fall semester.

ENVS 141 Agroecology
Agroecology is defined as the application of ecological principles to the design and management of sustainable farming systems. Through this course, students will move away from a narrow concern with farming practices, and toward a scientific understanding of the complex interactions among crop plants, soil, soil organisms, insects, insect enemies, other biotic and abiotic elements of farming systems, environmental conditions, and agricultural management decisions. Students will also learn to understand and appreciate the effects of farming systems on surrounding ecosystems, the food system, and the planet. Lab fee required. ENVS 141 it fulfills the SUNY GEN ED. Natural Sciences requirement. Prerequisite: Prior Completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103); prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 3 cr. (2 Lec, 2 Lab.). Spring semester.

ENVS 142 Spring Farming Internship
Through hands-on farming experience and site visits to area farms, students will be immersed in the use of farm management techniques that apply key sustainable agriculture concepts. Students will learn proper techniques for farm planning, crop rotation, soil preparation, seed starting, transplanting, direct seeding, season extension, marketing, record keeping, and other aspects of spring farm management and maintenance. Lab fee required. 2 Cr. (6 Lab).Spring semester.

ENVS 202 Integrated Pest Management
This course will provide an introduction to the scientific concepts and principles of entomology, plant pathology, and weed science. Students will learn to identify common insect, disease, and weed pests and understand how cultural, biological, and chemical controls can be used to manage pests in a sustainable farming system. Lab fee required. Prerequisites: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103); MATH 090 if required by placement testing; RDNG 099 if required by placement testing.
3 Cr. (3 Lec.) Summer semester.

ENVS 203 Summer Farming Internship
Through hands-on farming experience and site visits to area farms, students will be immersed in the use of farm management techniques that apply key sustainable agriculture concepts. Students will learn proper techniques for farm planning, transplanting, harvesting and postharvest handling, integrated pest management, marketing, record keeping, and other aspects of summer farm management and maintenance. Lab fee required. 3 Cr. (9 Lab). Summer semester.

ENVS 280 Environmental Science Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: instructor permission. 1-3 Cr. Occasionally.

ENVS285 Sustainable Farming and Food Systems Capstone
This is the final course in the Sustainable Farming & Food Systems program. Through both class time and hands-on practical experience, this course will tie-in all of the ideas, concepts and practical skills covered in previous field courses and Food Systems Seminars. Each student will complete a research or outreach project in his or her area of interest. Lab fee required. Prerequisite: ENGL 101; prior completion or concurrent enrollment in MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab) Fall semester.

ENVS295 Global Seminar ***Cross-listed as ANTH 295***
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS295H Global Seminar-Honor ***Cross-listed as ANTH 295H***
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH AS SECOND LANGUAGE

ESL 080 English as a Second Language – Basic
This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090A English as a Second Language – A
This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090B English as a Second Language - B
This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095A English as a Second Language I/A
This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095B ENGL as a Second Language I/B
This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 110 Writing And Grammar II
This intermediate ESL course focuses on strengthening academic writing, editing, and revising skills, along with expanding students' repertoire of grammar structures and vocabulary needed for making their writing more effective. In addition to the structure of the paragraph, students explore unity, coherence, and audience. Through spontaneous and planned writing tasks using college level materials, peer and individual editing activities, and class discussion, students will become familiar with both the academic writing process and the key features of academic style. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 111 Reading and Vocabulary II
This intermediate ESL course develops reading comprehension skills so that students will be able to: infer meaning from contextual clues, develop pre-reading skills (skimming and scanning texts, titles, graphs, illustrations, etc.), predict meaning from pre-reading activities and visual aids, identify and restate main ideas and supporting details, develop dictionary skills, and make personal connections with and respond to reading selections. Students will also become familiar with the Academic Word List as well as prefixes, suffixes, and roots as aids in understanding new vocabulary. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 112 Speaking and Listening II
This intermediate ESL course develops conversation, pronunciation, idiomatic, and aural comprehension skills. Conversational and idiomatic skills focus on fluent and appropriate use of oral communication skills in a variety of social, business, and academic situations. Pronunciation focuses on clearer articulation of English vowels and consonants and on increased control of the stress, intonation, and rhythm of English. Listening comprehension stresses understanding verbal instructions, questions, and academic lectures, including note taking. Students learn appropriate verbal and non-verbal behavior as well as conversational management techniques to exchange ideas in small and large group conversation. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 120 Writing and Grammar III
This advanced ESL course focuses on strengthening academic writing, editing, and revising skills, along with expanding students' repertoire of grammar structures and vocabulary needed for making their writing more effective. Students practice different writing processes and rhetorical strategies in order to write essays that are purposeful, thoughtful, and coherent, and that conform to the conventions of standard written English. They review grammatical structures needed for effective communication. Students understand writing as a social and collaborative process. Substantial outside preparation and lab/online work are required. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score or successful completion of ESL 110. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 121 Reading and Vocabulary III
This advanced ESL course is designed to help students deal with the high demands of academic reading by focusing on becoming efficient and autonomous readers and to help them function adequately in college courses. This goal will be achieved through activities that treat efficient reading strategy use in relation to text type (fiction and non-fiction) and the purpose of reading, as well as developing critical thinking strategies. Students will also further their knowledge of the Academic Word List. Students must receive a C or better grade to successfully complete this course. Prerequisites: Successful completion of ESL 111 or appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 122 Speaking and Listening III

This advanced ESL course further develops conversation, pronunciation, idiomatic, and aural comprehension skills. Conversational and idiomatic skills focus on increasingly fluent communication and interaction skills in complex speaking situations and comfortable use of oral communication skills in a variety of situations, both academic and professional. Pronunciation focuses on improved clarity of speech and on increased control of the stress, intonation, and rhythm of English. Listening comprehension stresses understanding complex syntax, register, nuance, and tone in conversation on campus and in overall social situations. The course continues to build the students' listening comprehension in academic lectures. Students will learn how to speak at length on a given topic, both prepared and extemporaneous, and to understand the subtleties of conversational English. Students must receive a C or better grade to successfully complete this course. Prerequisites: Successful completion of ESL 112 or appropriate assessment test score. 4 Cr. (4 Lec.)

FITNESS

FITN101 Swimming I
Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available for additional fee. 1 Cr. (2 Lab.) Fall semester.

FITN102 Swimming II
The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, and tuck and pike surface dives. Endurance will be improved by the completion of the course. Red Cross certification available for additional fee. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.) Spring semester.

FITN104 Racquetball, Handball & Squash
This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN106 Modern Dance
This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN107 SCUBA Diving *Cross-listed as RECR107*
Introduction to the basic concepts of safe scuba diving. Students learn elementary scuba techniques and safety practices while participating in instructional classes taught by a certified instructor in the TC3 swimming pool. No prior scuba experience required; all scuba equipment provided. Additional fee required. Prerequisites: RDNG 099; prior completion or concurrent enrollment in ENGL 099 and MATH 090. 1 Cr. (2 Lab.) Occasionally.

FITN108 Adult Recreation and Fitness
This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN109 Skiing and Snowboarding
Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN112 Water Safety Instruction
This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available for additional fee. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

FITN116 Tennis I
Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN118 Aerobic Dance
Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN119 Fly Fishing
This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety in a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN120 Archery I
Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. Rental equipment fee. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN121 Archery II
Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. Rental equipment fee. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN124 Introduction to PanAfrika Drumming & Dance
Introduction to PanAfrika Drumming and Dance is a music and arts program designed to introduce students to African culture through instruction in traditional African drumming and dance. Students will learn a variety of African dance moves, rhythms, songs and drumming as a group. Students will experience traditional dances that celebrate rites of passage, harvest, courtship and healing. Dancers will use their bodies to tell stories of African life and discover the common thread that runs throughout all cultures. The class will help students develop a sense of community and bonding as they work together for their performance. No prior music or dance experience is required. 1 Cr. (2 Lab.)

FITN130 Varsity Athletics I
Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN140 Coed Sports
This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Summer semester.

FITN141 Coed Basketball
Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN142 Coed Sports After Fifty
This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN143 Coed Lacrosse
Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN145 Coed Soccer
Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN147 Coed Softball
Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN149 Coed Volleyball
Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN151 Coed Golf
Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN160 Backpacking *Cross-listed as RECR 160*
Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN161 Mountain Biking *Cross-listed as RECR 161*
Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN163 Teambuilding and Group Initiative Activities *Cross-listed as RECR 163*
Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN164 Snowshoeing *Cross-listed as RECR 164*
Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN165 Canoeing ***Cross-listed as RECR 165***

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN166 Cross Country Skiing ***Cross-listed as RECR 166***

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN 170 Hatha Yoga

This is an introduction to Hatha Yoga class for beginners, providing tools to reduce stress and focus the mind. This class will use yoga postures, breathing exercises, and meditation techniques. The class will also use readings, reflection, and discussion to examine the scientific and philosophical knowledge of yoga as a way to ease stress, strengthen the bone and muscle structures, lower blood pressure, increase flexibility and strength, improve mind functioning and sustain health. Each student will keep weekly reflection journal observations on the changes noticed throughout the semester. 1 Cr. (2 Lab). Fall and spring semesters.

FITN180 Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.) Occasionally.

FITN203 Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. Transportation is not furnished. A medical clearance for physical activity is strongly recommended. Additional fee for lane rental. 1 Cr. (2 Lab.) Spring semester.

FITN204 Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN205 Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN208 Weight Control
This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN213 Self Defense
An introductory level course in practical self-defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN215 Aerobic Conditioning
This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN216 Lifeguard Training
Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. American Red Cross (or similar) certifications available for an additional fee. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Fall and spring semesters.

FITN221 Snow Sports Instructor's Course
This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN230 Varsity Athletics II
This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN240 Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

FITN276 Outdoor Recreation Field Adventure ***Cross-listed as RECR276***

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FRENCH

FREN101 French I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 OR ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FREN102 French II
This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 OR ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Spring semester.

FREN201 Intermediate French I
This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Occasionally.

FREN202 Intermediate French II
This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Occasionally.

FRESHMAN SEMINAR

FSS 110 Freshman Seminar-General Interest
Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

FSS 115 Freshman Seminar-General Interest
Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FSS 118 Freshman Seminar-Nursing Interest
Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 131 Self and World
"Welcome students! This class will help you 1) create strong relationships with your teachers and peers; 2) figure out how to “do college” successfully; 3) discover how to apply your experiences, interests, and strengths to your learning; and 4) explore academic majors and career possibilities that match your interests. Unlike many classes you have taken in the past, where you job was to learn the “material” the teacher taught, this class is about learning from your own and your classmates’ experiences. You will be thinking deeply, reading actively, and writing a lot, but what you think, read, and write about will be relevant to you. You’ll work hard, and you’ll have fun. Modest fee for aptitude testing. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 99 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 132 Freshman Seminar - Environmental Studies
This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 137 Freshman Seminar-New Media
Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 138 Freshman Seminar – Math/Science
This is a required first semester course for students in the Liberal Arts and Sciences Math/Science A.S. degree program. Students will be given instruction in support services (faculty suites, secretaries, counseling, labs, etc.) and online instruction for Blackboard courses and creating schedules. Students are introduced to the Liberal Arts and Sciences Math/Science program, career options and transfer options in math, biology, chemistry, and physics. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing.
1 Cr. (1 Lec.) Fall semester.

FSS 160 Freshman Seminar - Communication and Media Arts
Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 175 Freshman Seminar - Sport Management
This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

GEOGRAPHY

GEOG120 World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

GEOLOGY

GEOL101 Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

GEOL125 Biology and Earth Science for Teachers ***Cross-listed as BIOL 125***

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

GERMAN

GERM101 Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

GERM102 Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103).
3 Cr. (3 Lec.). Spring semester.

HEALTH

HLTH104 Medical Terminology ***Cross-listed as NURS 104***
Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH126 Health and Fitness
Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HLTH135 Therapeutic Touch: Massage Techniques ***Cross-listed as NURS 135***
This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

HLTH205 First Aid and Safety Education
This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are awarded for additional fee upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH206 Personal Health
Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH207 Drug Studies
This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH208 Alcohol and Alcoholism
A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH210 Consumer Health Issues
This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HLTH215 World Health Problems
The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability, sanitation, malnutrition, mental health and addiction, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HLTH216 International Health On-Site - Study Abroad
A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Offered December-January and occasionally other vacation periods. Fall semester.

HISTORY

HSTY101 Development of the Western Tradition I
This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY102 Development of the Western Tradition II - Honors
This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY110 World History to 1500
This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY111 World History Since 1500
This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201 American History to 1877
This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201H American History to 1877 – Honors
This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202 American History Since 1877
This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202H American History Since 1877 – Honors
This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY215 History of Latin America
This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY225 African American History
This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY230 History of Ireland - Study Abroad ***Cross-listed as POSC 230***
The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing.
3 Cr. (1 Lec., 6 Lab.) Fall semester.

HSTY233 Women in U.S. History ***Cross-listed as WGST 233***

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY235 Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will focus upon the tangled relationship between church and state, the evolving lives of common people, and the development of systems of law, the economy and government. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 235 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY245 Topics in Modern Asia ***Cross-listed as POSC 245***

This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods. Occasionally.

HSTY252 Native American History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY255 Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. HSTY 255 fulfils the SUNY General Education American History requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

HSTY260 Topics in Modern Latin America ***Cross-listed as POSC 260***

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY261 Modern Colombia ***Cross-listed as POSC 261***

This travel course continues introducing students to the modern history and politics of the Republic of Colombia. Building on elements introduced in HSTY/POSC 260 Topics in Modern Latin America: Colombia, students have the opportunity to gain deeper appreciations and understandings of current socio-economic, historical, and political developments. Colombia is rapidly developing and emerging from over 50 years of civil war, offering students social science perspectives on the challenges and promises of land use changes, political culture, nature preserve creation, sustainable economics, export economics, demographic shifts, the peace process, education, tourism development, and infrastructure. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: HSTY/POSC 260; permission of instructor. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY262 Topics in Modern Spain ***Cross-listed with POSC 262***

This travel course introduces students to the modern history and politics of Spain. Students travel as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 262 fulfills the SUNY General Education Western Civilization requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec. 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY280 History - Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

HSTY290 Social Science Capstone Course ***Cross-listed as ANTH 290 or PSYC 290 or SOCI 290***

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

HOTEL AND RESTAURANT MANAGEMENT

HRMG100 Introduction to the Hospitality Industry
A study of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization as well as employment and industry statistics. Areas covered include hotels, restaurants, resorts, emerging food and beverage production operations, casinos, meeting planning, cruise lines and travel and tourism organizations. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG101 Food Service and Preparation
Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HRMG102 Food Service and Preparation II
This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Occasionally.

HRMG103 Rooms Division Management
This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through lecture, discussion, property tours, and industry case study students gain an understanding of the various areas of the various lodging operations within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG105 Food Sanitation & Safety
The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG107 Safe Alcohol Handling
The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG201 Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG205 Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG206 Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment RDNG 116 if required by placement testing; MATH 090. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG213 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.) Fall, spring, and summer semesters.

HRMG216 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.) Fall, spring, and summer semesters.

HRMG218 International Hospitality Experience-Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in prior coursework. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school Dual/Concurrent Enrollment credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens. 3-12 Cr. (9 -36 Lab.) Occasionally.

HRMG220 International Culture & Cuisine - Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.) Spring semester.

HUMAN SERVICES

HUMS104 Introduction to Corrections ***Cross-listed as CRJU 104***
This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS105 Introduction to Human Services
The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS111 Introduction to the Aging and Elder Studies
This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS114 The Process of Group Communication
This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS125 Introduction to Early Childhood Education ***Cross-listed as ECHD 125***
This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting throughout the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS128 The Family: Strength-Based Intervention
A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS200 Generalist Social Work Practice Skills
This course is designed to orient students to the knowledge, values, and skills utilized in generalist social work practice. This course utilizes an array of perspectives including ecological, strengths based, and systems perspectives. This course introduces students to ethics, the helping relationship, cultural competency, professional role expectations and phases of practice. Utilizing a problem solving approach, students practice observation, reflective listening, communication, interviewing, and assessment through experiential exercises. Prerequisites: HUMS 105; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. C or better is required for students in Human Services programs. Students cannot apply credit for both HUMS 110 and HUMS 200 toward their degree. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS206 Juvenile Delinquency *Cross-listed as SOCI 206*
Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

HUMS212 Community Corrections *Cross-listed as CRJU 212*
This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS218 Home and Community Based Services for Older Persons
This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HUMS225 Early Childhood Curriculum Development *Cross-listed as ECHD 225*
Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended.
3 Cr. (3 Lec.) Fall and spring semesters.

HUMS229 Applied Methods in Human Services
This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110 OR HUMS 200; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS 232 Human Services Internship and Seminar

This course is intended to provide students with a practical experience in a community human services agency. Students enter the internship as volunteers or trainees, and are subject to all legal, ethical, and professional standards required of designated agency staff. A minimum of 135 hours of work experience per semester (10 hrs. per week in a 15 week semester), and 1 hour of seminar per week. Students review fundamental principles of practice in their internship, and are provided with opportunities to discuss varying topics in seminar. Students cannot apply credit for both HUMS 232 and HUMS 230 toward their degree. Prerequisites: Written permission from Program Chair is required; HUMS 200; HUMS 229; ENGL 101. C or better is required for students in Human Services Programs. 4 Cr. (1 Lec., 9 Lab). Fall and spring semesters.

HUMANITIES

HUMN232 Introduction to World Religions
An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. HUMN 232 fulfills the SUNY General Education Other World Civilizations and Humanities requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMN285H Classic Epic in Translation - Honors ***Cross-listed as ENGL 285H***
This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

INFORMATION RESOURCE MANAGEMENT

IRM 101 Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.) Fall semester.

INTERNATIONAL EDUCATION

IED 160 International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of appropriate courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab.) Occasionally.

IED 260 Culture Survey for Study Abroad ***Cross-listed as ANTH 260***

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain , Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

IED 261 Study Abroad Culture Survey Cross-listed with ANTH 261.

Provides a full cultural immersion experience via a short term study abroad trip to a western culture, such as France, Italy or Spain. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include expressive arts, cuisine, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as HRMG 220, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ITALIAN

ITAL101 Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ITAL102 Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Spring semester.

MATHEMATICS

MATH090 Pre-Algebra

This course is designed for students who need to review certain mathematical skills in pre-algebra, including operations with negative numbers, fractions, decimals, and percents; introduction to geometry, algebra, probability and statistics; estimation, approximation, and mathematical notation. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. This course is conducted without a calculator. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH095 Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, algebraic operations (distribution, addition of like terms, evaluation of algebraic expressions), linear equations and inequalities with applications, coordinate graphing, linear graphing and equations of lines, exponents, operations with polynomials, factoring, solving higher degree equations by factoring, and solving quadratics by factoring, graphing, and using the quadratic formula. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099, or in ESL 101, if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH098 Quantitative Literacy

This course focuses on math for everyday life. It integrates fluency with numbers, proportional reasoning, data interpretation, algebraic reasoning, modeling, and communicating quantitative information. Mathematical concepts are investigated through group problems and class discussions based on real-life contexts of citizenship, personal finances, and medical literacy. This course prepares students to take a college-level non-STEM course in mathematics, such as MATH 200, MATH 113, or MATH 115. Students placing at this level and needing MATH 120 should take MATH 095 instead of this course. Additional fee required. Prerequisites: Prior completion of MATH 090 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH109 Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH110 Topics in Mathematics

This course covers topics in mathematics related to everyday life applications. Such topics include proportions, customary units of measure, ratios and conversions, consumer mathematics, algebraic expressions and equations, introduction to quadratic and exponential functions, probability and statistics, and introductory geometry. These topics are studied through practical and quantitative reasoning applications as well as the use of technology. MATH 110 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (3 Lec.)

MATH113 Mathematics for Elementary School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. No calculator use is allowed during class or on tests. Prerequisites: C or better grade in Math 098 or MATH 120 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH115 Mathematics for Elementary School Teachers II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH120 College Algebra

This course covers college algebra between beginning algebra and pre-calculus. Topics include linear, quadratic, absolute value, polynomial, rational, exponential, and logarithmic expressions/equations/functions, function notation, graphing functions, transformations of functions, inverses, complex numbers, and linear, absolute value, and quadratic inequalities. A specified model of a scientific calculator is recommended. MATH 120 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 095 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103); prior completion or concurrent enrollment in RDNG116. 4 Cr. (4 Lec.)

MATH122 Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 095 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semesters.

MATH138 Pre-Calculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include; theory of functions and radicals, right triangle trigonometry, analytic trigonometry, law of sines, law of cosines, trigonometry with applications, vectors, polar coordinates ,binomial theorem and conic sections. MATH 138 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 120 (College Algebra), or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 4 Cr, (4 Lec.) Fall and spring semesters.

MATH200 Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 098 or MATH 120 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH200H Statistics - Honors

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 098 or MATH 120 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH201 Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 138 (or MATH 135) or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 4 Cr. (4 Lec.) Fall and spring semesters.

MATH201H Calculus I - Honors

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 138 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103); instructor permission. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH202 Calculus II

This course is a continuation of Calculus I. Topics include: slope fields, applications of separable differential equations, area between two curves, volumes of revolution, arc-length, work, advanced integration techniques (parts, trig integrals, trig substitution, and partial fractions), L'Hopital's Rule, improper integrals, infinite series, parametric equations, and polar coordinates. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. MATH 202 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 4 Cr. (4 Lec.) Fall and spring semesters.

MATH203 Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes and surfaces in space, cylindrical and spherical coordinates, differentiation and integration of vector-valued functions, tangent vectors and normal vectors, partial derivatives, directional derivatives and gradients, tangent planes and normal lines, multiple integrals, multiple integrals in cylindrical and spherical coordinates, line integrals, conservative vector fields and independence of path, Green's theorem, surface integrals, divergence theorem, flux, and Stoke's theorem. MATH 203 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 4 Cr. (4 Lec.) Fall semester.

MATH206 Differential Equations

An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. MATH 206 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

MATH208 Linear Algebra

This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.) Occasionally.

MATH216 Discrete Mathematics

This is an introductory course intended primarily for students in the Computer Science programs or the Liberal Arts & Sciences Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, functions and relations, logic, methods of proof, induction and recursion, number theory, counting methods and discrete probability, graph theory, trees, and finite state automata. MATH 216 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 120 (OR 122 or MATH 132) or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

METEROROLOGY

METR101 Introductory Meteorology

A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 095 or equivalent if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

MUSIC

MUSI101 Music Appreciation
This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI103 College Community Chorus
Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing.
1 Cr. (2 Lab.) Occasionally.

MUSI108 Music Theory I
This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI109 Music Theory II
A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MUSI115 Small Ensemble-Recorder
This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI117 Applied Music-Piano
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI118 Applied Music-Guitar
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI120 Applied Music-Voice
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI127 Applied Music-Piano
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI128 Applied Music-Guitar
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI130 Applied Music-Voice
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

NURSING

NURS102 New York State Coalition: PN to RN Transition
Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Offered exclusively in an online format. Modest service fee required. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

NURS104 Medical Terminology *Cross-listed as HLTH 104*
Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

NURS110 Fundamentals of Nursing
The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.) Fall semester.

NURS120 Critical Thinking in Medical Surgical Nursing
Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.) Spring semester.

NURS135 Therapeutic Touch: Massage Techniques ***Cross-listed as HLTH 135***
This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

NURS200 Simulation in Nursing
This is a web enhanced and experiential learning course which explores the role of the nurse, appropriate nursing skills, critical thinking, ethical decision making, clear communication skills, team collaboration, delegation, cultural sensitivity/awareness, and professionalism in a safe environment using high fidelity simulation. Real life clinical reasoning scenarios, instructioning, reflective learning, and debriefing are course components. Through the application of multiple levels of patient case scenarios and simulations, integration of quality and safety in patient care is demonstrated through the utilization of nursing and scientific knowledge related to diseases processes including effects on the pathopysiology of the patient. Students are administered sequential decision making events within an environment that mimics a clinical setting. Student simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional registered nurse. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL132; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., .5 Lab) Spring semester.

NURS208 The Art and Science of Nursing Across the Lifespan
Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS208H The Art and Science of Nursing Across the Lifespan - Honors
Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS225 Professional Practice and Complex Nursing Care
The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. An honors section is offered. Additional fee for exam preparation and exam. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring semester.

NURS225H Professional Practices & Complex Nursing Care – Honors
The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. Additional fee for exam preparation and exam. Prerequisite: All courses required in the first 3 semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 12 Lab.) Spring semester.

NURS232 Nursing Internship
This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; 2 Cr. (6 Lab.) Fall and spring semesters.

NURS233 Nursing Internship
This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132;
3 Cr. (9 Lab.) Fall and spring semesters.

NURS241 Pharmacology for Nurses and Allied Health Professionals

This is a comprehensive pharmacology course which explores the basic principles of pharmacology, the legal and ethical foundations of safe medication administration, the role of the nurse in medication administration, lifespan considerations, and the major classifications of medication, including therapeutic actions and uses, clinical significance, nursing implications, adverse effects, and client and family teaching. Prerequisites: NURS 110, BIOL 131, and ENGL 101; prior completion or concurrent enrollment in NURS 120 and BIOL 132. 3 Cr. (3 Lec.) Fall and spring semesters.

OFFICE MANAGEMENT AND ADMINISTRATION

OFFC101 College Keyboarding and Document Processing
Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC110 Word Processing for Computers Using Microsoft Word
Students are prepared in using the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 4 Cr. (3 Lec.,3 Lab.). Occasionally.

OFFC203 Administrative/Automated Office Procedures
Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

OFFC211 Intermediate College Keyboarding & Document Processing
This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC221 Advanced College Keyboarding and Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC230 Office Management and Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.). Occasionally.

PARALEGAL

PARA101 Introduction to Paralegalism
An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA130 Legal Research and Drafting
Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA205 Litigation/Civil Procedure
The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA210 Real Estate/Property Law
Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA213 Constitutional Law ***Cross-listed as POSC 213***
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA213H Constitutional Law – Honors
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA215 Family Law/Domestic Relations
Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA216 Legal Aspects of Evidence ***Cross-listed as CRJU 215/PARC 216***
The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARA220 Wills, Trusts, Estate Planning
The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA225 Criminal Law and Procedure
This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall semester.

PARA226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARA230 Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.). Fall and spring semesters.

PARA231 Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major . 3 Cr. (3 Lec.). Fall and spring semesters.

PARC130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC213 Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisites: Paralegal Studies certificate major; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

PARC215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC216 Legal Aspects of Evidence ***Cross-listed as CRJU 215/PARC 216***

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARC220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall semester.

PARC226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARC230 Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently.
2 Cr. (6 Lab.). Fall and spring semesters.

PARC231 Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PHILOSOPHY

PHIL101 Introduction to Philosophy
A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL201 Contemporary Moral Issues
An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHYSICS

PHSC104 General Physics I
This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 120 or MATH 122, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC104H General Physics I - Honors
This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 120 or MATH 122, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; instructor permission.
4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC105 General Physics II
This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 105 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC105H General Physics II - Honors
This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 105 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC211 Physics I (Mechanics and Heat)
This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC212 Physics II (Electricity and Magnetism)
This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. PHSC 212 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203.
4 Cr. (3 Lec., 2 Lab.). Fall semester.

PHSC213 Physics III (Waves, Optics and Modern Physics)
This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. PHSC 213 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.
4 Cr. (3 Lec., 2 Lab.). Spring semester.

POLITICAL SCIENCE

POSC103 American National Government
An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC104 American State and Local Government
This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC107 Economy, Society & Environment ***Cross-listed as ENVS 107***
This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Spring semester.

POSC112 Public Administration
An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC213 Constitutional Law ***Cross-listed as PARA 213***
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC225 Comparative Politics
This course introduces students to various nation-states of the world and compares governmental development, political history and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC230 History of Ireland ***Cross-listed as HSTY 230***
The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.). Fall semester.

POSC245 Topics in Modern Asia ***Cross-listed as HSTY 245***
This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC260 Topics in Modern Latin America ***Cross-listed as HSTY 260***
This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC261 Modern Colombia ***Cross-listed as HSTY 261***
This travel course continues introducing students to the modern history and politics of the Republic of Colombia. Building on elements introduced in HSTY/POSC 260 Topics in Modern Latin America: Colombia, students have the opportunity to gain deeper appreciations and understandings of current socio-economic, historical, and political developments. Colombia is rapidly developing and emerging from over 50 years of civil war, offering students social science perspectives on the challenges and promises of land use changes, political culture, nature preserve creation, sustainable economics, export economics, demographic shifts, the peace process, education, tourism development, and infrastructure. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: HSTY/POSC 260; permission of instructor. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC262 Topics in Modern Spain ***Cross-listed as HSTY 262***
This travel course introduces students to the modern history and politics of Spain. Students travel as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 262 fulfills the SUNY General Education Western Civilization requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec. 6 Lab.) Occasionally offered December-January and other vacation periods.

PSYCHOLOGICAL EDUCATION

PSED 160 Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Modest fee for career interest testing. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.). Fall and spring semesters.

PSED213 Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best "market" themselves in today's job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisite: ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

PSYCHOLOGY

PSYC101 Psychology of Personal Growth
An applied psychology course providing opportunities for students to learn about and examine their own personal growth. PSYC 101 fulfills the SUNY General Education Social Science requirement. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec). Fall and spring semesters.

PSYC103 Introduction to Psychology
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC103H Introduction to Psychology - Honors
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC108 Environmental Psychology *Cross-listed as ENVS 108*
A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PSYC200 Theories of Personality
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC200H Theories of Personality - Honors
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC201 Social Psychology
A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. PSYC 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC205 Childhood Psychology
The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. PSYC 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC207 Adolescent Psychology
Physical, cognitive, and social-emotional development of the adolescent (age 12 through 17) and emerging adult (age 18-20) are studied from multiple psychological and developmental perspectives. Emphasis is placed on normative experiences, cultural differences, as well as problems adolescents and emerging adults face as they mature in today's rapidly changing society. Methods of research in the field and concepts such as intellectual development, identity formation, moral development, gender roles, gender and sexual development, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC208 Adult Psychology
Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. PSYC 208 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209 Abnormal Psychology
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. PSYC 209 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.
3 Cr. (3 Lec.). Fall and spring semesters.

PSYC209H Abnormal Psychology-Honors
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC216 Introduction to Experimental Psychology
An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.). Occasionally.

PSYC218 Educational Psychology
An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. PSYC 218 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC263 Development Across the Lifespan
This course will examine human development across the lifespan. Focus will be on physical, cognitive, psychosocial aspects of development as a life-long process. Special attention will be given to the major themes, theories, research findings and debates in the field. The impact of ethnic, gender, and cultural factors on development will be examined. PSYC 263 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Completion of RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC290 Social Science Capstone Course ***Cross-listed as ANTH 290 or HSTY 290 or SOCI 290***
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.). Fall and spring semesters.

READING

RDNG049 Active Literacy Repeater

This course is designed to assist students who made major progress in RDNG 099 in the previous semester, but did not meet all learning outcomes. Grading will be on a pass/fail basis. Prerequisites: Completion of RDNG 099 (including the final exam) with a minimum of 500 earned points in the previous semester. 1 Equiv. Cr. (1 Lec.) Occasionally.

RDNG099 Active Literacy

This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.). Fall and spring semesters.

RDNG116 College Reading and Study Skills

This course is designed to help students develop a variety of effective college-level reading and studying strategies. Emphasis is placed on students understanding and applying key memory principles, basic learning processes, and fundamental metacognitive strategies. Course topics include reading textbooks and other college-level material, taking text and classroom notes, preparing for and taking tests, and managing time and keeping organized. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

RECREATION LEADERSHIP/OUTDOOR EDUCATION

RECR107 SCUBA Diving ***Cross-listed as FITN107***
Introduction to the basic concepts of safe scuba diving. Students learn elementary scuba techniques and safety practices while participating in instructional classes taught by a certified instructor in the TC3 swimming pool. No prior scuba experience required; all scuba equipment provided. Additional fee required. Prerequisites: RDNG 099; prior completion or concurrent enrollment in ENGL 099 and MATH 090. 1 Cr. (2 Lab.) Occasionally.

RECR110 Introduction to Recreation
This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Additional fee for conference attendance. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RECR112 Introduction to Kinesiology
This course will provide an overview of the sub-discipline areas within Kinesiology as well as the vocational opportunities, certifications, and professional associations within the field. Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

RECR120 Leadership in Recreation
Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

RECR150 Play Across Cultures ***Cross-listed as SOCE 150***
Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR160 Backpacking ***Cross-listed as FITN 160***
Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Fall and spring semesters.

RECR161 Mountain Biking ***Cross-listed as FITN 161***
Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

RECR163 Teambuilding and Group Initiative Activities ***Cross-listed as FITN 163***
Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Cr-Lab.). Fall semester.

RECR164 Snowshoeing ***Cross-listed as FITN 164***
Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR165 Canoeing ***Cross-listed as FITN 165***
This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Spring semester.

RECR166 Cross Country Skiing ***Cross-listed as FITN166***
This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR201 Introduction to Therapeutic Recreation
A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices and procedures of therapeutic recreation. Students examine the role of therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: ENGL100. 3 Cr. (3 Lec.) Spring semester.

RECR210 Diversity and Inclusion in Recreation
This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

RECR215 Recreation and the Expressive Arts
This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students will develop an understanding of art's main concerns, function and purpose while examining the various fundamentals of art. Students will develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. Students will learn basic skills to develop and organize programs that incorporate expressive arts in a variety of recreational settings. A combination of lectures, studios, assignments and field trips are utilized. RECR 215 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. Additional Activity Fee Required. 3 Cr. (2 Lec., 2 Lab). Fall semester.

RECR220 Programming Recreation and Leisure
A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

RECR230 Personal Training & Aerobic Leadership
Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.). Fall semester.

RECR232 Exercise Physiology ***Cross-listed as BIOL232***
Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Cross-listed with BIOL 232. Prerequisites: MATH 095 or MATH 098 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Spring semester.

RECR260 Camp Counseling and Outdoor Education
This course, which includes field experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR274 Outdoor Recreation Pursuits
Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Additional fee required. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.). Fall semester.

RECR276 Outdoor Recreation Field Adventure ***Cross-listed as FITN 276***

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.). Spring semester.

RECR284 Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.). Fall and spring semesters.

RECR285 Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.). Fall and spring semesters.

RUSSIAN

RUSN101 Russian I
This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RUSN102 Russian II
This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.) Spring semester.

RUSN280
Designed for students who wish to continue Russian studies, current and useful vocabulary with functionally based grammar explanations are emphasized. Students will further develop basic reading, listening and communication skills. Prerequisite: RUSN 102. 3 Cr. (3 Lec.) Occasionally.

SOCIAL SCIENCE

SOCE131 Introduction to Men's Studies Cross-listed as WGST 130.
A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

SOCE150 Play Across Cultures ***Cross-listed as RECR 150***
Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE200 Baseball in American Culture
Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Summer semester.

SOCE201 Human Sexuality
The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. SOCE 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCE205 Organizational Behavior
Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. SOCE 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.). Occasionally.

SOCE258 Creative Nonfiction Writing ***Cross listed as ENGL258***

genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL 258 fulfills the SUNY General Education requirement in the Arts. Cross–listed as SOCE 258. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

SOCE281 Social Science Internship

Each student completes a minimum of 135 hours of field work in a social science community service setting under the supervision of a professional employed by the agency served. Weekly updates and future plans for action must be submitted to the instructor. A letter of completion from the agency supervisor detailing hours worked and describing student's accomplishments, goals achieved, and impact of the work will be submitted by the student's supervisor. Prerequisites: Permission of the instructor. 3 Cr. (9 Lab.). Occasionally.

SOCIOLOGY

SOCI101 Introduction to Sociology
This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCI101H Introduction to Sociology – Honors
This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCI201 Sociology of the Family
This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. SOCI 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

SOCI203 Sociology of Race, Power, and Privilege
This course introduces students to the sociological study of race, power, and privilege in the U.S. context. Emphasis is placed on the social construction of race; the historical foundations and contemporary expressions of structural inequalities in wealth, power, and prestige along racial lines; the counter-stories of historically underrepresented racial groups contrasted to the dominant narrative; and the “normalization of whiteness” and resulting privileges. Prerequisites: SOCI 101; MATH 090. Prior completion or concurrent enrollment in RDNG 116 and ENGL 100, if required by placement testing. Cr. (3 Lec). Fall and spring semesters.

SOCI205 Contemporary Social Problems
A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. SOCI 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI206 Juvenile Delinquency ***Cross-listed as HUMS 206***
Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

SOCI207 Introduction to Criminology
Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. SOCI 207 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

SOCI218 Smart TV ***Cross-listed as ENGL 218***
The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

SOCI220 Development Anthropology in a Globalizing World ***Cross-listed as ANTH 220***
This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

SOCI228 Sociology of Popular Culture
This course uses sociology in order to gain an understanding of the role that media and popular culture play in the larger society as well as within our own lives. Students gain an overview of the sociology of media and popular culture and explore more focused topics in the area, including the creation of identities, fads, advertising, the establishment of "decency" and social norms, and the impact of the news media. Prerequisite: SOCI 101; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SOCI280 Independent Study-Sociology
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

SOCI290 Social Science Capstone Course ***Cross-listed as ANTH 290/HSTY 290/PSYC 290***
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI295 Foundations of Education ***Cross-listed as EDUC 295***
This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SPANISH

SPAN100 Occupational Spanish
Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SPAN101 Beginning Spanish I
Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103); RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

SPAN102 Beginning Spanish II
Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and preterit tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (3 Lec.) Fall and spring semesters.

SPAN201 Intermediate Spanish I
This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 102; Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 or (prior completion of ESL 103). 3 Cr. (3 Lec.) Occasionally.

SPAN202 Intermediate Spanish II
This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Outside preparation using CD-ROMs, the internet, or other audio-visual materials may be required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish and should be able to use indicative, subjunctive and imperative moods. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (3 Lec.) Occasionally.

SPAN280 Hispanic Literature and Culture I

This is an advanced-intermediate course, intended to be a bridge to upper level literature courses. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Students are expected to be able to communicate in the present, past, and future tenses as well in the indicative, subjunctive and imperative moods in Spanish. The class is conducted exclusively in Spanish. Prerequisites: SPAN 202 or equivalent; prior completion or concurrent enrollment in ENGL101. 3 Cr. (3 Lec.) Occasionally.

SPAN281 Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. (This course is open to native Spanish speakers. They should have the equivalent reading and writing ability in SPANISH to take this course.) This course is conducted exclusively in Spanish. It is not a grammar course but rather an advanced introduction to literature and culture. Prerequisites: SPAN 280; prior or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPORT MANAGEMENT

SPMT150 Foundations of Sport Management
Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SPMT190 Event Practicum I
This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Prerequisites: MATH 090 and RDNG 116 if required by placement testing.
1 Cr. (1 Lec.) Fall and spring semesters.

SPMT195 Event Practicum II
Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the fall and spring semesters. Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT255 Sport Event Management
Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT260 Sport Media Management
This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT270 Sport Facilities/Venue Management
The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.
3 Cr. (3 Lec.) Spring semester.

WEB DESIGN

WD 155 Extensible Markup Language ***Cross-listed as CAPS 155***

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks). Fall and spring semesters.

WD 157 Web & Mobile Design

An introduction to the development of Web pages for the Internet including mobile devices. Topics include device independent HTML5, CSS3, and JavaScript including content-specific elements, links, multimedia, 2D/3D graphics, and JavaScript. This course is designed for the student who would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her Web pages, and to enhance his/her ability to create practical and compelling device independent Web sites. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab, 15 weeks) Occasionally.

WD 220 PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.). Fall semester.

WD 256 Web & Mobile Design Solutions

This course provides an opportunity for students with advanced web and mobile design skills to further strengthen and apply their web and mobile proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web and mobile design, implementation, and problem resolution. Prerequisites: WD 157; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Occasionally.

WINE MARKETING

WINE120 Survey of Wine and Alcoholic Beverages
This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in HRMG 107, ENGL 100 and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Fall and spring semesters.

WINE130 Grape Growing and Wine Business
This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Additional fee required. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE200 Sensory Evaluation for Wine and Food Pairing
This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

WINE202 Beverage Studies
This course is a study of a range of both alcoholic and non-alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WINE213 Wine Marketing Internship
Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101, PSED 213; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.) Summer semester.

WINE220 Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Additional fee required. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WOMEN & GENDER STUDIES

WGST100 Perspectives on Women - An Introduction
This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Occasionally.

WGST120 Women and Health Care
Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

WGST125 Women and Work
Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

WGST130 Introduction to Men's Studies ***Cross-listed as SOCE 131***
A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST200 Images of Women
An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST225 Women & Gender Studies Internship
The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.) Occasionally.

WGST233 Women in U.S. History *Cross-listed as HSTY 233*
This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST248 Contemporary Women Writers *Cross-listed as ENGL 248*
Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. WGST 248 fulfills the SUNY GEN ED Humaities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Spring semester.

WGST280 Women & Gender Studies-Independent Study
This is an advanced course of study enabling the student to conduct in-depth research on an aspect of interest in the field of Women and Gender Studies based on a mutual agreement between the student and faculty member. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.). Occasionally.

Course Descriptions

Current course descriptions are available online through the Tompkins Cortland Community College Catalog. This document is to be used in conjunction with the archived 2015-16. Tompkins Cortland Community College Online Catalog. All online catalogs, both current and archived, access only current course descriptions.

November 29, 2016

ACTIVE COURSE DESCRIPTIONS

ACADEMIC SUCCESS

ACAD100 Introduction to the College Experience

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ACAD150 College Success Seminar

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ACAD175 Academic Success - Continuing Students

Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behaviors for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall and spring semesters.

ACCOUNTING

ACCT101 Principles of Accounting

Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT102 Principles of Accounting II

This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT120 Accounting on Microcomputers

Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ACCT203 Intermediate Accounting

Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

ACCT204 Intermediate Accounting II

This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT205 Cost Accounting

Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.4 Cr. (4 Lec.) Spring semester.

ACCT207 Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall semester.

ACCT280 Independent Study-Accounting

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisites: ENGL 101 and instructor permission. 1-3 Cr.

ANTHROPOLOGY

ANTH201 Introduction to Anthropology

Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological Anthropology (physical, primates, and genetics), Archaeology (Ancient Civilizations), Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology that investigates the effect of globalization on living cultures may also be explored. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202 Cultural Anthropology

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. This course is designed to broaden one's worldview of people living in various cultures. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students will also conduct interviews and observation and research a specific culture of their choice. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

ANTH202H Cultural Anthropology – Honors

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH220 Development Anthropology in a Globalizing World Cross-listed as SOCI 220

This course prepares students for citizenship in a global society by focusing on the challenges of Globalization and development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how might western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

ANTH260 Culture Survey for Study Abroad Cross-listed as IED 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, as well as other regions of the world. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ANTH261 Study Abroad Cultural Survey Cross-listed with IED 261.

Provides a full cultural immersion experience via a short term study abroad trip to a western culture, such as France, Italy or Spain. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include expressive arts, cuisine, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as HRMG 220, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ANTH274 Archaeology Field School - Cayuga Nation

This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m. - 5:00 p.m.)on a local excavation “dig” site for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.) Summer semester.

ANTH290 Social Science Capstone Course Cross-listed as HSTY 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

ANTH295 Global Seminar Cross-listed as ENVS 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH295H Global Seminar Honors Cross-listed as ENVS 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ARABIC

ARAB 101 Arabic I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in Arabic. Cultural aspects of the Arabic-speaking world are covered. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ARAB 102 Arabic II
Building on the skills and knowledge of speaking, listening, reading, and writing mastered in ARAB 101, students continue to learn the essentials of Arabic grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ARAB 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART

ART 101 History and Appreciation of Art I
A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ART 102 History and Appreciation of Art II
Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 104 History of Photography and Video
Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ART 106 Introduction to Photojournalism
This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

ART 109 Graphic Design
An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 110 Design I
Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 111 Photography I

Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 112 Photography II

A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to medium and large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 114 Design II

Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. ART 114 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 115 Painting I

Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 116 Painting II

A continuation of Painting I, this course emphasizes the creative use of acrylics and oils. Composition, form, and texture will be taught, as well as exploration by students of various mixed media. Prerequisites: ART 115; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.). Occasionally.

ART 117 Design I for Electronic Media

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts on the computer. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience and principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 120 Drawing I

Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 122 Drawing II

By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. ART 122 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 130 Ceramics
This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, demonstration of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 180 Typography
Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. ART 180 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 200 Illustration
An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. ART 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 212 Digital Photography
This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available from the Photography Department to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 213 Dynamic Media I
This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117, ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 214 Dynamic Media II
This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 222 Advanced Digital Photography
This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 233 Animation
This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 254 Advanced Media Design
Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 260 Portfolio Preparation - Graphic Design
ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required

by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 261 Portfolio Preparation - New Media

ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 262 Portfolio Preparation – Photography

ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, writing cover letters, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 270 Computer Graphics I

This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. ART 270 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 271 Computer Graphics II

This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. ART 271 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 276 Independent Art Studio – Ceramics

This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 280 Independent Art Studio – Design

An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 282 Independent Art Studio – Drawing

An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 284 Independent Art Studio - Graphic Design

An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 288 Independent Art Studio – Painting

An advanced course of study in painting developed through an agreement between the faculty member and the student. The student must demonstrate competence in painting by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 290 Independent Art Studio - Photography

An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 298 Independent Art Studio - Media Arts

An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ASTRONOMY

ASTR101 Introductory Astronomy

A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOLOGY

BIOL100 Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL101 Principles of Biology I

BIOL 101 presents an overview of major biological principles. Course topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL102 Principles of Biology II

BIOL 102 presents an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics will include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. There are no biology course prerequisites. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. This course has no BIOL prerequisite. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL104 General Biology I

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL105 General Biology II

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 095 and RDNG 116 if required by

placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL112 Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. BIOL 112 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

BIOL114 Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL115 Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. BIOL 115 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

BIOL116 Tropical Field Natural History

This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education Natural Sciences requirement. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

BIOL125 Biology and Earth Science for Teachers Cross-listed as GEOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL131 Principles of Human Anatomy and Physiology I

Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or a “C” or better in BIOL 104 or or a “C” or better CHEM 101 and BIOL 101. Prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL132 Principles of Human Anatomy and Physiology II

Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. BIOL 132 fulfills the SUNY General Education Natural Sciences requirements. Prerequisites: BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL201 Human Anatomy and Physiology I

The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. BIOL 201 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL202 Human Anatomy and Physiology II

The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. BIOL 202 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL205 General Genetics

Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL206 Molecular Genetic Techniques

This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating expression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL211 Ecology

An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. BIOL 211 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; MATH 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL216 General Microbiology

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. BIOL 216 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL216H General Microbiology - Honors

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. BIOL 216 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL220 Cell Biology I

Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL221 Cell Culture Techniques

Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL232 Exercise Physiology Cross-listed as RECR232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Occasionally.

BIOL280 Biology-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

BIOTECHNOLOGY

BIOT101 Introduction to Biotechnology

A survey course for students enrolled in the Biotechnology degree and certificate programs. Career opportunities in biotechnology (modern biology) are discussed. Students map their educational paths to their career objectives. Issues related to intellectual property rights, bioentrepeneurship, regulations in biomanufacturing, and bioethics are covered. Employability (soft) skills, including group work and presentation, are developed. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL103; prior completion or concurrent enrollment MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

BIOT295 Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 132 or higher; BIOL 206 or 221; two 200 level biology courses except BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 lab) Spring semester.

BUSINESS ADMINISTRATION

BUAD103 Entrepreneurship I

Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resource skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD104 Business Mathematics

Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

BUAD106 Foundations of Business

Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD108 Sales and Sales Management

Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD109 Personal Money Management

This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD111 International Business

Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD201 Business Law I

Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD202 Business Law II

This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD203 Business Communications

Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD204 Principles of Marketing

Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD207 Entrepreneurship II

Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered in on-line class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BUAD208 Principles of Management

Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD211 Marketing Applications

Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Summer semester.

BUAD212 Quality Customer Service

This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. The trends associated with social media and web presence are explored. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD215 International Marketing

Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD217 Fundamentals of Exporting

This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD219 Human Resource Management

This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD220 Principles of Bank Operations

The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222 Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD261 Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to "www.wdwcollegeprogram.com". Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr. Fall and spring semesters.

BUAD264 Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BUAD290 Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CHEMICAL DEPENDENCY COUNSELING

CDSC101 Introduction to Chemical Dependency Counseling

This course is designed to provide an introduction to clinical interviewing and substance abuse counseling. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. Students gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. A C or better grade is required to progress to 200-level CDSC courses 3Cr. (3 Lec.) Fall and spring semesters.

CDSC200 Chemical Dependency Field Work I

This course is the first of two semesters of field placement and practicum in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 101 with a C or better grade; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement

testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better to successfully complete this course. 4 cr. (1 Lec., 9 Lab) Fall and spring semesters.

CDSC201 Counseling Theories & Interventions I

This is the second theory course in the Chemical Dependency degree and certificate programs. An in-depth analysis of the basis and application of chemical dependency counseling theory with an emphasis on individual counseling is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: Prior completion with a grade of C or better or concurrent enrollment in CDSC 101; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CDSC220 Chemical Dependency Field Work II

The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 200 with a C or better grade; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better grade to successfully complete this course. 4 Cr. (1 Lec., 9 Lab.) Fall and spring semesters.

CDSC225 Counseling Theories & Interventions II

This is the third theory course in the Chemical Dependency degree and certificate programs . The first part of the course is devoted to group theory and interventions with chemically dependent individuals. The second part of the course focuses on the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives and empirically supported approaches are reviewed. Techniques for assessment, treatment and care coordination are discussed. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.) Spring semester.

CHEMISTRY

CHEM101 Principles of Chemistry I

This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. PREREQUISITES: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM102 Principles of Chemistry II

This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. PREREQUISITES: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CHEM107 General Chemistry I

This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, phase changes, and thermochemistry. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. PREREQUISITES: MATH 100 and college prep chemistry or CHEM 101; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHEM108 General Chemistry II

This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, and kinetics. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. PREREQUISITES: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CHEM205 Organic Chemistry I

This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, (NMR, MS, IR, UV.) cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. PREREQUISITES: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

CHEM206 Organic Chemistry II

This course is designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. The following topics will be covered: general synthesis, reaction and reaction mechanisms of major organic functional groups: alcohols, ethers, carbonyl compounds [aldehydes, ketones, carboxylic acids and their derivatives, beta di keto compounds, amino compounds, heterocyclic aromatic compounds, and various biological compounds. In addition, Aromatic compounds, the rule of aromaticity and the preparation, reaction, and reaction mechanism of Electrophilic Substitution and Nucleophilic addition. Emphasis will be placed on reaction mechanisms and a survey of biological macromolecules. Brief details about the structure of Carbohydrates, Proteins, Lipids, and Nucleic acids. In addition, of DNA and RNA Sequences, and the Polymerase Chain Reaction (PCR). PREREQUISITES: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

CHEM280 Chemistry – Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 2 Cr. Occasionally.

CHINESE

CHIN101 Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CHIN102 Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMMUNICATION & MEDIA ARTS

COMM100 Creating Online Media

This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM101 Mass Media

A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM105 Careers in Audio/Music

Designed to guide students through the variety of careers available in Audio and Music Production and Design. The class will explore the roles and responsibilities for positions that include but are not limited to: producer, recording engineer, studio director or manager, film scorer/composer, MIDI technician, sound designer, AV installer, video conference tech, music editor, music supervisor/director, film arranger/adapter. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall.

COMM110 Aesthetics/Techniques of Video and Film Editing

This course provides the student with the basic skills necessary to read a film. This course concentrates on formal analysis of the aesthetic and ideological elements that comprise the multiple languages of cinema. The course introduces the student to various genres of narrative cinema as well as to different categories of cinema such as experimental, documentary, animation and hybrid forms. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), and prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM111 Foundations of Digital Editing

Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM112 Foundations of Motion Graphics

This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM115 Introduction to Digital Video

This is a basic, practical, hands-on introduction to the creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM120 Broadcast Operations

This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM127 Audio Production I

Students will learn the fundamentals of both analog and digital audio production. Topics include recording consoles (including radio): design, function, and signal flow; signal processing: reverberation, delay, equalization, compression and a host of effects; introductions to microphones and speaker technologies; along with an introduction to music production and radio production techniques. Prerequisites: Prior completion or concurrent enrollment in ENGL 099; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (2 Lec. 2 Lab) Fall semester.

COMM135 Recording Technology I

This course covers the basics in recording technology using industry standard hardware and software. Students will use microphones, outboard processors and basic concepts in music theory to produce audio programs. This course is designed for students pursuing a career in audio design and production. Prerequisites: Prior completion or concurrent enrollment in ENGL 099; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab) Fall semester

COMM140 Introduction to Field Production

A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent

enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM145 DVD Authoring

DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160 Media Writing

This is an intensive writing seminar based on basic principles and techniques of writing for media which may include but is not limited to writing for TV, print, radio, and online formats. Students will learn how to write news, commercial copy, and public relations materials. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester

COMM210 Production and Direction

An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM225 Communication Law and Ethics

The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the "working world". Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM227 Audio Production II

This course covers the fundamentals and practical applications of a digital audio system, as well as methods for functioning in an integrated MIDI/digital audio workstation (DAW)/analog studio environment. This includes techniques for the analysis and study of audio signals and systems; decibels in audio and acoustical applications; systems analysis of contemporary recording and synthesis technology. Course topics include system setup and interconnections; MIDI interface and synchronization; aspects of digital recording consoles/mixers, I/O, sample rate, and bit depth; and basics of a DAW, such as the elements of hard-disk recording, track and file management, digital audio, and sequencing strategies. Assignment-based lab time required. Prerequisites: COMM 127, prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab) Spring semester.

COMM230 Broadcast Communication Skills

The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM235 Recording Technology II

Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, "industry-standard" editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. Prerequisites: COMM 127 and COMM 135; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semesters.

COMM240 Non-Fiction & Fiction Field Production

An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker's "voice" within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM245 Professional Video Editing and Post Production

This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM250 Sports Field Production

Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.) Occasionally.

COMM262 Portfolio Preparation-Communication

Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

COMM265 Communication & Media Arts Internship

This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.) Occasionally.

COMM 270 Hollywood: On Location

Students spend 20 days in California touring studios, speaking with industry leaders, and working as interns on Hollywood productions. Intended for second year Digital Cinema and Broadcast Production -Television majors, the entertainment industry and the vast history of storytelling in Hollywood are explored and researched. Students produce a film or television episode working alongside industry professionals. They develop research skills, storytelling techniques, networking skills, collaboration and leadership skills. The course consists of 40 lecture hours in meetings prior to the Hollywood trip; 30 lecture hours during the trip; and 105 lab hours for fifteen out of the 20 days in Hollywood. Students must be in good academic standing with a 3.2 GPA or higher; they must submit a faculty recommendation and an application. The Dean of Instruction and the course instructor select a limited number of students based on the course requirements and completed prerequisites. Substantial course fee. Prerequisites: COMM 210; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing. 6 Cr. (4 Lec, 2 Lab) Occasionally.

COMM280 Communication & Media Arts-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

COMM285 Radio News Production

This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Fall semester.

COMM290 Television News Production

This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM295 Television News Production and Origination

The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Spring semester.

COMM298 Cinema Capstone Cross-listed as ENGL 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

COMPUTER APPLICATIONS

CAPS100 Keyboarding for Computers

Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS101 Introduction to Computers

An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS105 Word for Personal Use

Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks) Occasionally.

CAPS111 Introduction to Word Processing

An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS113 Advanced Word Processing

Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS121 Introduction to Spreadsheets

An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS123 Advanced Spreadsheets

Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office Specialist (MOS) Expert Exam in Excel. Topics include planning, recording, running a nd editing macros, creating VBA procedures, enhancing charts, adding sparklines, identifying data trends, using what-if-analysis (scenario manager, goal seek, data tables), analyzing data, creating PivotTables and PivotCharts, exchanging data with other programs such as Microsoft Word, PowerPoint and Access, sharing, customizing and maintaining workbooks, importing and exporting data and auditing worksheets. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement

testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS131 Introduction to Databases

An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS133 Advanced Databases

This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS141 Presentation Software

An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS152 Web Page Design

An introduction to the development of web pages for the Internet. Topics include HTML and/or XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS 153 Advanced Web Page Design

This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS 154 Java Script

This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS155 Extensible Markup Languages Cross-listed as WD 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMPUTER FORENSICS

CFOR110 Security System Design and Analysis

This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CFOR210 Computer Forensics
This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR220 Intrusion Detection
This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR230 Search and Seizure-Legal and Privacy Issues
Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CFOR240 Economic Crime Investigation
Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER INFORMATION SYSTEMS

CIS 108 Introduction to Computer Information Systems
This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic, or Java. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CIS 132 Network Design
Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 213 Programming in C++
An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 214 Systems Analysis and Design
An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 215 Operating Systems
An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 220 Database Concepts
Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by

placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 223 Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 225 JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 227 Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 230 Computer Information Systems Internship

Students work a minimum of eight hours per week in local CIS settings. Tasks performed include: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

COMPUTER SCIENCE

CSCI160 Computer Science I

This course introduces students to computer programming in order to solve problems and process information. Topics include variables, data types, algorithms, decisions, repetition, files, arrays and modules using a common programming language. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI165 Computer Science II

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 132 or three years of NYS Regents Mathematics; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI205 Computer Science III/Data Structures

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI210 Computer Architecture & Organization

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER SUPPORT SPECIALIST

CSS 112 Hardware Repair and Maintenance

This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 212 Help Desk and User Support

This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 240 Computer Support Specialist Internship

Provides a 14-week supervised work experience in the field of computer support. Students work a minimum of eight hours per week in local computer support settings. Duties performed include: installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

CONSTRUCTION TECHNOLOGY

CONT107 Construction Materials

This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CONT115 Construction Estimating and Planning

This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT202 Surveying

This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CONT208 Construction Management and Regulation

This course covers “Basic Management” used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CONT210 Structural Design

An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centroids, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122 or 132; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CONT216 Materials Testing

This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; RDNG 116 if required by placement testing. Prior completion of a lab science is strongly recommended.
2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT 280 Construction Tech Independent Study

This course provides the opportunity for more in depth study of a construction and environmental technology topic. Faculty member approval is required prior to registration. 1-3 Cr. Occasionally.

CRIMINAL JUSTICE

CRJU104 Introduction to Corrections Cross-listed as HUMS 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

CRJU105 Introduction to Criminal Justice

This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU110 Introduction to Policing

The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CRJU205 Concepts of Criminal Law

Criminal law is analyzed with an emphasis on the statutory classifications of crime and the elements necessary to establish a crime and criminal intent. Students read and analyze court cases which examine the penal statutes and discuss constitutional implications. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CRJU210 Introduction to Criminal Investigation

Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU212 Community Corrections Cross-listed as HUMS 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU215 Legal Aspects of Evidence Cross-listed as PARA 216/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU 217 Ethics in Criminal Justice

This course is an examination of ethical considerations facing criminal justice practitioners. Topics include defining moral behavior; developing moral and ethical behavior; exploring ethics within law enforcement systems; ethics and the courts; ethics and corrections; the ethics of punishment; policy implications; professionalism; and the role of pride for practitioners. CRJU 217 fulfills the SUNY GEN ED Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in CRJU 105 or SOCI 101, and prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. Cr. 3 (3 Lec.) Fall semester.

CRJU230 Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105; CRJU 210 or CRJU 205 and SOCI 207; ENGL 101 and RDNG 116 if required by placement testing. Prior completion or concurrent enrollment in MATH 090 if required by placement testing. Instructor permission is required; the instructor may allow concurrent enrollment in CRJU 210 or CRJU 205 and SOCI 207. 3 Cr. (9 Lab.) Fall and spring semesters.

CRJU280 Independent Study-Criminal Justice

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

CULINARY ARTS

CULI 101 Food Service and Preparation I

Basic procedures and techniques for large quantity food preparation and service are covered. The practice of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are integral to this course. Special projects in menu planning, purchasing, preparation, and services are required. Coursework will also include elements of local food sourcing and menu development from that approach. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and HRMG 105; MATH 090 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters.

CULI 102 Food Service and Preparation II

Building on introductory concepts learned in CULI 101, the course focuses on culinary operations concepts, including kitchen structures and design, inventory and control, service systems and advanced menu development within a commercial setting. Attention is given to food combinations, types of cuisine, and the creative as well as practical process in menu planning and costing of product from local sources when practical. Prerequisites: C or better grade in CULI 101; HRMG 105, ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters.

CULI 160 Back of House Kitchen Practicum

An experiential learning course within a 'back of the house' culinary operation teaches students about the nuances of a busy kitchen. Practical workplace training is supported by an individualized learning plan. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in CULI 102 and ENGL 101; HRMG 100, HRMG 105; MATH 090 if required by placement testing; previous completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (6 Lab.) Fall and spring semesters.

CULI205 Garde-Manger & Catering

The basics of garde manger production are learned through preparation of appetizers, condiments, and hors d'oeuvres. Emphasis is placed on buffets and other catering production and presentation concepts. Topics include: hot and cold hors d'oeuvres; salads, dressings, and relishes; sandwiches; patés and terrines; chaudfroids, gelees, and molds; canapés; and garnishing, carving, and decorating. Laboratory practice parallels class work. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in ENGL 101; HRMG 105; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

CULI 270 Restaurant Operations Front-of-House Practicum

Students are introduced to the use of technology in group restaurant reservations, guest orders, point of sale, scheduling and inventory. Students are required to complete a minimum of 90 work hours of field experience at the TC3 culinary lab facility in downtown Ithaca. Rotations include classic and contemporary table service, beverage preparation and service, guest relations, order taking in an à la carte environment, service sequence and etiquette, point-of-sale systems, cash handling, merchandising, public area sanitation and safety, dining room preparation and hosting/reservations. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in HRMG 100; HRMG 105; HRMG 107; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. CULI 101 is recommended. 4 Cr. Spring semester.

DRAFTING

DRAF107 Engineering Graphics

This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Fall and spring semesters.

DRAF117 Architectural Drafting I

The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

DRAF118 Architectural Drafting II

This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Spring semester.

DRAF120 Introduction to Computer Aided Drafting

This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

EARLY CHILDHOOD

ECHD110 Children and the Arts

This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD125 Introduction to Early Childhood Education Cross-listed as HUMS 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting thru out the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD206 Infant/Toddler Environments and Curriculum

Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.) Fall and spring semesters.

ECHD225 Early Childhood Curriculum Development Cross-listed as HUMS 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD240 Techniques for Observing and Recording Young Children's Development

Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by

placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD242 Guided Field Work - Early Childhood Education

This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.) Fall and spring semesters.

ECHD242H Guided Field Work Early Child Honors

This honors course is designed to provide members of the early childhood academy with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Academy students will complete specific enrichment experiences. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the Early Childhood Program Chair. 4 Cr. (1.5 Lec., 8 Lab.) Occasionally.

ECONOMICS

ECON101 Introduction to Economics

This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON120 Principles of Microeconomics

An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON121 Principles of Macroeconomics

An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUCATION

EDUC201 Introduction to Education

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The role of the family, the community, and society in the general process of education are explored. Student will develop an understanding of the New York State Common Core Standards. A thirty-hour field experience is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC295 Foundations of Education
Cross-listed as SOCI 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ELECTRICAL ENGINEERING TECHNOLOGY

ELEC127 Circuit Analysis

This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC128 Fundamentals of Electricity

This course provides the fundamental prerequisite theory and laboratory experience to begin studies in electronics subject areas. Students will learn terminology, solutions to engineering problems and circuit construction and measurement techniques. The material will provide a firm background for further studies in electricity and electronics. Topics include: principles of electricity, DC series and parallel circuits, network theorems, magnetism, AC circuits, inductors, capacitors and frequency response. The lab component will include test, measurement and troubleshooting of DC and AC electrical circuits. Computer simulation and calculations will also be used to solve engineering problems. Prerequisites: Prior completion or concurrent enrollment in MATH 100, ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec.,3 Lab) Spring semesters.

ELEC130 Electronic Devices and Circuits

An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC207 Fabrication Techniques

This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Occasionally.

ELEC 222 Digital Electronics II

A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC223 Microcontroller Fundamentals

Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC224 Digital Electronics

Digital Electronics is the foundation of computer systems and automated manufacturing. This course provides the theory and hands-on experience with digital logic and sequential circuits. Topics include number systems, Boolean logic, decoders, encoders, multiplexers, counters, shift registers and data conversion circuits. Laboratory experience will consist of demonstrating digital logic functions on a simulator then implementing the actual digital circuit on an FPGA project board programmed in VHDL. Prerequisites: ELEC 127 or ELEC 128, ENGL 100 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 100. 4 Cr. (3 Lec. 3 Lab) Fall semesters.

ELEC233 Linear Integrated Circuits

An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and

active filters. Prerequisites: ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC240 Computer Applications for Data Acquisition & Control

An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC244 Industrial Electronics with PLCs

This course is the study of industrial electronics as it relates to factory automation. It prepares the student to connect and troubleshoot the sensors and transducers used in modern manufacturing facilities. Emphasis is placed on the operating characteristics of the sensors and transducers and the electrical theory of how to connect them to automated controllers like a Programmable Logic Controller (PLC). The students will learn how to automate processes by writing control software such as Ladder Logic to operate the PLC. The inputs and outputs of the PLC will connected to, and operate, actual sensors and transducers in a lab environment. Prerequisites: ELEC 126 OR 128, ELEC 222 OR 224, prior completion or concurrent enrollment in MATH 122 or MATH 132. 4 Cr. (3 Lec, 3 Lab) Spring semesters.

EMERGENCY MEDICAL TECHNICIAN

EMT 220 Emergency Medical Technician

This course is designed to prepare students for New York State Emergency Medical Technician certification. Students successfully completing this course are able to take the New York State EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as treatment of medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 6 Cr. (4 Lec., 6 Lab.) Fall and spring semesters.

EMT 230 Advanced EMT I

The first in a two course series, this course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. There is a heavy focus on competency in medical and trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the use of emergency medications. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 231 Advanced EMT II

This course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. It is the second in a two course series. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. In this Course, there is a focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the delivery of advanced trauma life support. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification and enrollment in the previous semester Advanced EMT I course section. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

EMT 240 Advanced EMT - Critical Care I

This course is the first in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management using advanced life support techniques. In addition, the student participates in supervised hospital and field (ambulance) clinical experiences required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take EMT-Critical Care II. Prerequisites: Current NYS EMT Basic certification, ENGL 099 xdor prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 241 Advanced EMT - Critical Care II

This course is the second in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the AEMT Critical Care level. Prerequisites: Prior completion or concurrent enrollment in EMT 240 Critical Care I; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

ENGINEERING SCIENCE

ENSC137 Introduction to Engineering

Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.) Spring semester.

ENSC203 Electrical Science

DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ENSC204 Mechanics of Materials

The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC209 Engineering Mechanics: Statics

A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC212 Dynamics

A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH

ENGL098 Accelerated Writing Skills for ENGL 100

This course is designed as a writing workshop class supporting students who have placed into ENGL 099 but are also concurrently enrolled in ENGL 100. Students will develop the writing skills essential for success in ENGL 100, including writing about readings, essay structure, paragraph development, grammatical precision, and the essentials of punctuation. Students must receive at least a “C” grade to pass. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a non-credit course that may not be applied toward any degree or certificate program, but it may be counted towards a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Instructor permission required. Co-requisite: ENGL 100. 3 Equiv. Cr. (3 Lec.) Fall and spring semesters.

ENGL099 Foundations of Academic Writing

This course helps students develop essential academic writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of an essay is included. Students must receive at least a “C” grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

ENGL100 Academic Writing I

This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. ENGL 100 fulfills the SUNY General Education Basic Communication Requirement. Prerequisites: C or better grade in ENGL 099 or C or better grade in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101 Academic Writing II

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section

is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101H Academic Writing II – Honors

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102 Approaches to Literature

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102H Approaches to Literature-Honors

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL103 Report Writing

Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 100 with grade of C or better; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL105 Beginning Acting

Students experience the various techniques involved in acting using body, voice, movement and character development. Activities include improvisation and scene development, with emphasis on participation and in class exercises using the Stanislavsky System of actor training. Students maintain weekly character observation journals and write two short papers on the Stanislavsky System. ENGL 105 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr.. (3 Lec.) Occasionally.

ENGL108 Literary Performance and the Spoken Word

Creative Writing Course: Students will learn techniques for presenting, reciting, and performing their original work. In class, students will examine various performances, including literary readings and spoken word poetry, while developing their own performance voice and performance piece. The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL135 Short Narrative Film Writing

Creative Writing Course: This course explores techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ENGL200 Screenwriting

This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, creative concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201 Fundamentals of Speech

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201H Fundamentals of Speech - Honors

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL204 Fundamentals of Interpersonal Communication

This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL205 American Literature I

This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. ENGL 205 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206 American Literature II

This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. ENGL 206 fulfils the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL212 Fiction Writing

Creative Writing Course: This is an introduction to fiction writing with a focus on short, literary fiction. You will read and analyze the work of master short story writers while working on your own stories. Topics of discussion include character, plot, theme, setting, style, tone, structure, conflict, point of view, simile, metaphor, symbol, dialog, beginnings, endings, and imagery. During the workshops, you will read and critique the work of your classmates. Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL215 Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and/or Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL216 Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. Close analysis of appropriate texts and films, creative problem solving, organizational strategies, and story development are emphasized. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL218 Smart TV Cross-listed as SOCI 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL220 Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. ENGL 220 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL225 World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. ENGL 225 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL226 World Literature II

An analytical overview of the master works of world literature from the Age of Reason to the present. ENGL 226 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL227 Fundamentals of Creative Writing

In this Creative Writing Course, students write in the four genres: fiction, poetry, creative nonfiction and drama. Students learn to read to study the craft of writing, practice the art of imitation, and develop a sustainable writing practice. Students also learn the art

of effective participation in writers' workshops and in literary citizenship. Prerequisites: Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL229 Introduction to Poetry

This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL233 Film Analysis

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL233H Film Analysis –Honors

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL235H Studies in Leadership – Honors

This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and the challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.) Occasionally.

ENGL237 Journalism

An introductory course that emphasizes beat reporting, feature writing, community journalism, and career preparation. Students work toward mastery in information gathering, reporting, and editing. They learn to apply ethical codes and practices in their work and to report fairly and accurately on issues of interest to diverse audiences. Prerequisite: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

NGL245 Survey of British Literature I

A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. ENGL 245 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL246 Survey of British Literature II

The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. ENGL 246 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL247 Beat Movement in American Literature

An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL248 Contemporary Women Writers Cross-listed as WGST 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENGL250 Field Studies in Literature

This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

ENGL255 Writing Television Drama & Comedy

This course explores the process of researching and writing drama and comedy for series television. After close analysis of appropriate texts and series episodes, students develop and write scenes for a current sitcom and a current drama. In addition, they complete a spec teleplay for a current drama or comedy series. ENGL 255 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL256 Playwriting
Creative Writing Course: Students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL257 Directing
Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL258 Creative Nonfiction Writing Cross-listed as SOCI 258
Creative Writing Course: This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL 258 fulfills the SUNY General Education requirement in the Arts. Cross–listed as SOCE 258. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL260 Creative Writing Portfolio
Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL261 Visiting Writer Series
This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: Prior completion or concurrent enrollment ENGL 100; RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ENGL262 Poetry Writing
Creative Writing Course: In this workshop students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. ENGL 262 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL271 Writing Internship
This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.) Occasionally.

ENGL274 Marketing the Screenplay
Examines approaches screenwriters use to get their creative work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL275 Getting Published - Prose and Poetry
This course examines the approaches creative writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL280 English-Independent Study
This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

ENGL285H Classic Epic in Transition - Honors Cross-listed as HUMN 285

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL298 Cinema Capstone Cross-listed as COMM 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

ENVIRONMENTAL STUDIES

ENVS101 Introduction to Environmental Science

Explores the biological dimensions of natural-resource management issues. A basic introduction to evolutionary and ecological principles help support discussions of topics such as human population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (2 Lec; 2 Lab.) Fall and spring semesters.

ENVS102 Technology and the Environment

Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 102 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Spring semester.

ENVS105 Environmental Ethics

At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS107 Economy, Society & Environment Cross-listed as POSC 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS108 Environmental Psychology Cross-listed as PSYC 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENVS110 Food Systems Seminar I: Intro to the US Food System

This seminar course will introduce students to the food system concept, and explore the sustainability of the U.S. food system. Topics covered will include: the history of food and agriculture; environmental impacts of food systems; production agriculture in the U.S. and sustainable alternatives; food processing, distribution, and waste; food and health, food security in the U.S.; and local food systems. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall Semester.

ENVS111 Food Systems Seminar II: Food Movements

This seminar course will explore the role of social movements in challenging the dominant food production and distribution system, and in building sustainable alternatives. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing; 2 Cr. (2 Lec.) Spring Semester.

ENVS112 Food Systems Seminar III: Identity, Ethics & Culture in the Global Food System

This seminar course explores the many ways in which our personal and cultural identities are linked to food; investigates the ethical choices involved in preparing and eating food; and examines the dynamic interaction of food and culture in an increasingly globalized world. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall semester.

ENVS 115 Sustainable Farming I: Introduction to Soil Science

This course will explore the physical, chemical, biological, and ecological aspects of agricultural soils, and the techniques used in soil science and soil fertility management. Through hands-on farming experience and site visits to area farms, students will be immersed in the use of management techniques that apply key soil science concepts. Lab fee required. Prerequisite: Prior completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103); prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 4 Cr. (2 Lec., 6 Lab). Fall Semester.

ENVS 140 Sustainable Farming II: Agroecology

This course will focus on understanding the ecological relationships and integrated farm management techniques involved in sustainable vegetable production. Students will take an ecological approach to developing and implementing a holistic farm plan, and will, through hands-on practical farm work and site visits to area farms, be immersed in the use of farm management techniques that apply key agroecology concepts. Lab fee required. Prerequisite: Prior Completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103); prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 4 cr. (2 Lec., 6 Lab.). Spring semester.

ENVS 201 Sustainable Farming III: Integrated Pest Management

This course will focus on entomology, plant pathology, and weed science, and on the application and integration of sustainable pest control strategies. Through hands-on practical crop production field work and site visits to area farms, students will be immersed in the use of farm management techniques that apply key integrated pest management concepts. Lab fee required. Prerequisites: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103); MATH 090 and RDNG 099 if required by placement testing. 6 Cr. (3 Lec.,9 Lab.) Summer Semester.

ENVS 280 Environmental Science Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: instructor permission. 1-3 Cr. Occasionally.

ENVS285 Sustainable Farming and Food Systems Capstone

This is the final course in the Sustainable Farming & Food Systems program. Through both class time and hands-on practical experience, this course will tie-in all of the ideas, concepts and practical skills covered in previous field courses and Food Systems Seminars. Each student will complete a research or outreach project in his or her area of interest. Lab fee required. Prerequisite: ENGL 101; prior completion or concurrent enrollment in MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab) Fall semester.

ENVS295 Global Seminar Cross-listed as ANTH 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS295H Global Seminar-Honor Cross-listed as ANTH 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH AS SECOND LANGUAGE

ESL 080 English as a Second Language – Basic

This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090A English as a Second Language – A

This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090B English as a Second Language - B

This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095A English as a Second Language I/A

This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090 B with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095B ENGL as a Second Language I/B

This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 110 Writing And Grammar II

This intermediate ESL course focuses on strengthening academic writing, editing, and revising skills, along with expanding students' repertoire of grammar structures and vocabulary needed for making their writing more effective. In addition to the structure of the paragraph, students explore unity, coherence, and audience. Through spontaneous and planned writing tasks using college level materials, peer and individual editing activities, and class discussion, students will become familiar with both the academic writing process and the key features of academic style. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 111 Reading and Vocabulary II

This intermediate ESL course develops reading comprehension skills so that students will be able to: infer meaning from contextual clues, develop pre-reading skills (skimming and scanning texts, titles, graphs, illustrations, etc.), predict meaning from pre-reading activities and visual aids, identify and restate main ideas and supporting details, develop dictionary skills, and make personal connections with and respond to reading selections. Students will also become familiar with the Academic Word List as well as prefixes, suffixes, and roots as aids in understanding new vocabulary. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 112 Speaking and Listening II

This intermediate ESL course develops conversation, pronunciation, idiomatic, and aural comprehension skills. Conversational and idiomatic skills focus on fluent and appropriate use of oral communication skills in a variety of social, business, and academic situations. Pronunciation focuses on clearer articulation of English vowels and consonants and on increased control of the stress, intonation, and rhythm of English. Listening comprehension stresses understanding verbal instructions, questions, and academic lectures, including note taking. Students learn appropriate verbal and non-verbal behavior as well as conversational management techniques to exchange ideas in small and large group conversation. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 120 Writing and Grammar III

This advanced ESL course focuses on strengthening academic writing, editing, and revising skills, along with expanding students' repertoire of grammar structures and vocabulary needed for making their writing more effective. Students practice different writing processes and rhetorical strategies in order to write essays that are purposeful, thoughtful, and coherent, and that conform to the conventions of standard

written English. They review grammatical structures needed for effective communication. Students understand writing as a social and collaborative process. Substantial outside preparation and lab/online work are required. Students must receive a C or better grade to successfully complete this course. Prerequisites: Appropriate assessment test score or successful completion of ESL 110. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 121 Reading and Vocabulary III

This advanced ESL course is designed to help students deal with the high demands of academic reading by focusing on becoming efficient and autonomous readers and to help them function adequately in college courses. This goal will be achieved through activities that treat efficient reading strategy use in relation to text type (fiction and non-fiction) and the purpose of reading, as well as developing critical thinking strategies. Students will also further their knowledge of the Academic Word List. Students must receive a C or better grade to successfully complete this course. Prerequisites: Successful completion of ESL 111 or appropriate assessment test score. 4 Cr. (4 Lec.) Fall and spring semesters.

ESL 122 Speaking and Listening III

This advanced ESL course further develops conversation, pronunciation, idiomatic, and aural comprehension skills. Conversational and idiomatic skills focus on increasingly fluent communication and interaction skills in complex speaking situations and comfortable use of oral communication skills in a variety of situations, both academic and professional. Pronunciation focuses on improved clarity of speech and on increased control of the stress, intonation, and rhythm of English. Listening comprehension stresses understanding complex syntax, register, nuance, and tone in conversation on campus and in overall social situations. The course continues to build the students' listening comprehension in academic lectures. Students will learn how to speak at length on a given topic, both prepared and extemporaneous, and to understand the subtleties of conversational English. Students must receive a C or better grade to successfully complete this course. Prerequisites: Successful completion of ESL 112 or appropriate assessment test score. 4 Cr. (4 Lec.)

FITNESS

FITN101 Swimming I

Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.) Fall semester.

FITN102 Swimming II

The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, and tuck and pike surface dives. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.) Spring semester.

FITN104 Racquetball, Handball & Squash

This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN106 Modern Dance

This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN107 SCUBA Diving Cross-listed as RECR107

Introduction to the basic concepts of safe scuba diving. Students learn elementary scuba techniques and safety practices while participating in instructional classes taught by a certified instructor in the TC3 swimming pool. No prior scuba experience required; all scuba equipment provided. Additional fee required. Prerequisites: RDNG 099; prior completion or concurrent enrollment in ENGL 099 and MATH 090. 1 Cr. (2 Lab.) Occasionally.

FITN108 Adult Recreation and Fitness

This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN109 Skiing and Snowboarding

Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN112 Water Safety Instruction

This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

FITN116 Tennis I

Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN118 Aerobic Dance

Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN119 Fly Fishing

This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety in a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN120 Archery I

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. . 1 Cr. (2 Lab.) Fall and spring semesters.

FITN121 Archery II

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. . 1 Cr. (2 Lab.) Fall and spring semesters.

FITN124 Introduction to PanAfrika Drumming & Dance

Introduction to PanAfrika Drumming and Dance is a music and arts program designed to introduce students to African culture through instruction in traditional African drumming and dance. Students will learn a variety of African dance moves, rhythms, songs and drumming as a group. Students will experience traditional dances that celebrate rites of passage, harvest, courtship and healing. Dancers will use their bodies to tell stories of African life and discover the common thread that runs throughout all cultures. The class will help students develop a sense of community and bonding as they work together for their performance. No prior music or dance experience is required. 1 Cr. (2 Lab.)

FITN130 Varsity Athletics I

Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN140 Coed Sports

This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Summer semester.

FITN141 Coed Basketball

Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN142 Coed Sports After Fifty

This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN143 Coed Lacrosse

Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN145 Coed Soccer

Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN147 Coed Softball

Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN149 Coed Volleyball

Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN151 Coed Golf

Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN160 Backpacking Cross-listed as RECR 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN161 Mountain Biking Cross-listed as RECR 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN163 Teambuilding and Group Initiative Activities Cross-listed as RECR 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN164 Snowshoeing Cross-listed as RECR 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN165 Canoeing Cross-listed as RECR 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN166 Cross Country Skiing Cross-listed as RECR 166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN 170 Hatha Yoga

This is an introduction to Hatha Yoga class for beginners, providing tools to reduce stress and focus the mind. This class will use yoga postures, breathing exercises, and meditation techniques. The class will also use readings, reflection, and discussion to examine the scientific and philosophical knowledge of yoga as a way to ease stress, strengthen the bone and muscle structures, lower blood pressure, increase flexibility and strength, improve mind functioning and sustain health. Each student will keep weekly reflection journal observations on the changes noticed throughout the semester. 1 Cr. (2 Lab). Fall and spring semesters.

FITN180 Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.) Occasionally.

FITN203 Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. Transportation is not furnished. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.) Spring semester.

FITN204 Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN205 Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN208 Weight Control

This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN213 Self Defense

An introductory level course in practical self-defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN215 Aerobic Conditioning

This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN216 Lifeguard Training

Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. American Red Cross (or similar) certifications available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Fall and spring semesters.

FITN221 Snow Sports Instructor's Course

This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN230 Varsity Athletics II

This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN240 Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

FITN276 Outdoor Recreation Field Adventure Cross-listed as RECR276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FRENCH

FREN101 French I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 OR ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FREN102 French II

This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 OR ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Spring semester.

FREN201 Intermediate French I

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Occasionally.

FREN202 Intermediate French II

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Occasionally.

FRESHMAN SEMINAR

FSS 110 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

FSS 115 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FSS 118 Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 131 Self and World

"Welcome students! This class will help you 1) create strong relationships with your teachers and peers; 2) figure out how to "do college" successfully; 3) discover how to apply your experiences, interests, and strengths to your learning; and 4) explore academic majors and career possibilities that match your interests. Unlike many classes you have taken in the past, where you job was to learn the "material" the teacher taught, this class is about learning from your own and your classmates' experiences. You will be thinking deeply, reading actively, and writing a lot, but what you think, read, and write about will be relevant to you. You'll work hard, and you'll have fun. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 99 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 132 Freshman Seminar - Environmental Studies

This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 137 Freshman Seminar-New Media

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 138 Freshman Seminar – Math/Science

This is a required first semester course for students in the Liberal Arts and Sciences Math/Science A.S. degree program. Students will be given instruction in support services (faculty suites, secretaries, counseling, labs, etc.) and online instruction for Blackboard courses and creating schedules. Students are introduced to the Liberal Arts and Sciences Math/Science program, career options and transfer options in math, biology, chemistry, and physics. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall semester.

FSS 160 Freshman Seminar - Communication and Media Arts

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 175 Freshman Seminar - Sport Management

This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

GEOGRAPHY

GEOG120 World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

GEOLOGY

GEOL101 Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

GEOL125 Biology and Earth Science for Teachers
Cross-listed as BIOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

GERMAN

GERM101 Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

GERM102 Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.). Spring semester.

HEALTH

HLTH104 Medical Terminology
Cross-listed as NURS 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH126 Health and Fitness

Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HLTH135 Therapeutic Touch: Massage Techniques Cross-listed as NURS 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

HLTH205 First Aid and Safety Education

This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH206 Personal Health

Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH207 Drug Studies

This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH208 Alcohol and Alcoholism

A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH210 Consumer Health Issues

This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HLTH215 World Health Problems

The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include wateravailability , , sanitation, malnutrition, mental health and addiction, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HLTH216 International Health On-Site - Study Abroad

A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Offered December-January and occasionally other vacation periods. Fall semester.

HISTORY

HSTY101 Development of the Western Tradition I

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY102 Development of the Western Tradition II - Honors

This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY110 World History to 1500

This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY111 World History Since 1500

This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201 American History to 1877

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201H American History to 1877 – Honors

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202 American History Since 1877

This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202H American History Since 1877 – Honors

This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY215 History of Latin America

This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116,

and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY225 African American History

This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY230 History of Ireland - Study Abroad Cross-listed as POSC 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

HSTY233 Women in U.S. History Cross-listed as WGST 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY235 Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be We will focus upon the tangled relationship between church and state, the evolving lives of common people, and the development of systems of law, the economy and government. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 235 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY245 Topics in Modern Asia Cross-listed as POSC 245
This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods. Occasionally.

HSTY252 Native American History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY255 Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. HSTY 255 fulfils the SUNY General Education American History requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

HSTY260 Topics in Modern Latin America Cross-listed as POSC 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent

enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY262 Topics in Modern Spain Cross-listed with POSC 262

This travel course introduces students to the modern history and politics of Spain. Students travel as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 262 fulfills the SUNY General Education Western Civilization requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec. 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY280 History - Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

HSTY290 Social Science Capstone Course Cross-listed as ANTH 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

HOTEL AND RESTAURANT MANAGEMENT

HRMG100 Introduction to the Hospitality Industry

A study of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization as well as employment and industry statistics. Areas covered include hotels, restaurants, resorts, emerging food and beverage production operations, casinos, meeting planning, cruise lines and travel and tourism organizations. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG101 Food Service and Preparation

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HRMG102 Food Service and Preparation II

This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Occasionally.

HRMG103 Rooms Division Management

This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through lecture, discussion, property tours, and industry case study students gain an understanding of the various areas of the various lodging operations within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG105 Food Sanitation & Safety

The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG107 Safe Alcohol Handling

The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG201 Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG205 Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG206 Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that check-points must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG213 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.) Fall, spring, and summer semesters.

HRMG216 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.) Fall, spring, and summer semesters.

HRMG218 International Hospitality Experience-Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in prior coursework. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school Dual/Concurrent Enrollment credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens. 3-12 Cr. (9 -36 Lab.) Occasionally.

HRMG220 International Culture & Cuisine - Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.) Spring semester.

HUMAN SERVICES

HUMS104 Introduction to Corrections
Cross-listed as CRJU 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS105 Introduction to Human Services

The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS111 Introduction to the Aging and Elder Studies

This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS114 The Process of Group Communication

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS125 Introduction to Early Childhood Education
Cross-listed as ECHD 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting throughout the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS128 The Family: Strength-Based Intervention

A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS200 Generalist Social Work Practice Skills

This course is designed to orient students to the knowledge, values, and skills utilized in generalist social work practice. This course utilizes an array of perspectives including ecological, strengths based, and systems perspectives. This course introduces students to ethics, the helping relationship, cultural competency, professional role expectations and phases of practice. Utilizing a problem solving approach, students practice observation, reflective listening, communication, interviewing, and assessment through experiential exercises. Prerequisites: HUMS 105; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. C or better is required for students in Human Services programs. Students cannot apply credit for both HUMS 110 and HUMS 200 toward their degree. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS206 Juvenile Delinquency
Cross-listed as SOCI 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

HUMS212 Community Corrections
Cross-listed as CRJU 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS218 Home and Community Based Services for Older Persons

This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HUMS225 Early Childhood Curriculum Development Cross-listed as ECHD 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/ HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended.3 Cr. (3 Lec.) Fall and spring semesters.

HUMS229 Applied Methods in Human Services

This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110 OR HUMS 200; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS 232 Human Services Internship and Seminar

This course is intended to provide students with a practical experience in a community human services agency. Students enter the internship as volunteers or trainees, and are subject to all legal, ethical, and professional standards required of designated agency staff. A minimum of 135 hours of work experience per semester (10 hrs. per week in a 15 week semester), and 1 hour of seminar per week. Students review fundamental principles of practice in their internship, and are provided with opportunities to discuss varying topics in seminar. Students cannot apply credit for both HUMS 232 and HUMS 230 toward their degree. Prerequisites: Written permission from Program Chair is required; HUMS 200; HUMS 229; ENGL 101. C or better is required for students in Human Services Programs. 4 Cr. (1 Lec., 9 Lab). Fall and spring semesters.

HUMANITIES

HUMN232 Introduction to World Religions

An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. HUMN 232 fulfills the SUNY General Education Other World Civilizations and Humanities requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMN285H Classic Epic in Translation - Honors Cross-listed as ENGL 285H

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

INFORMATION RESOURCE MANAGEMENT

IRM 101 Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.) Fall semester.

INTERNATIONAL EDUCATION

IED 160 International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of appropriate courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab.) Occasionally.

IED 260 Culture Survey for Study Abroad Cross-listed as ANTH 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain , Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing,

and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

IED 261 Study Abroad Culture Survey
Cross-listed with ANTH 261.

Provides a full cultural immersion experience via a short term study abroad trip to a western culture, such as France, Italy or Spain. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include expressive arts, cuisine, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as HRMG 220, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ITALIAN

ITAL101 Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ITAL102 Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MATHEMATICS

MATH090 Pre-Algebra

This course is designed for students who need to review certain mathematical skills in pre-algebra, including operations with negative numbers, fractions, decimals, and percents; introduction to geometry, algebra, probability and statistics; estimation, approximation, and mathematical notation. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. This course is conducted without a calculator. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH095 Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, algebraic operations (distribution, addition of like terms, evaluation of algebraic expressions), linear equations and inequalities with applications, coordinate graphing, linear graphing and equations of lines, exponents, operations with polynomials, factoring, solving higher degree equations by factoring, and solving quadratics by factoring, graphing, and using the quadratic formula. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099, or in ESL 101, if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH098

This course focuses on math for everyday life. It integrates fluency with numbers, proportional reasoning, data interpretation, algebraic reasoning, modeling, and communicating quantitative information. Mathematical concepts are investigated through group problems and class discussions based on real-life contexts of citizenship, personal finances, and medical literacy. This course prepares students to take a college-level non-STEM course in mathematics, such as MATH 200, MATH 113, or MATH 115. Students placing at this level and needing MATH 100 should take MATH 095 instead of this course. Additional fee required. Prerequisites: Prior completion of MATH 090 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH100 Intermediate Algebra

This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH109 Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH110 Topics in Mathematics

This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

MATH113 Mathematics for Elementary School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. No calculator use is allowed during class or on tests. Prerequisites: C or better grade in MATH 100 if required by placement testing; RDNG 116 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH115 Mathematics for Elementary School Teachers II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH122 Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

MATH132 College Algebra and Trigonometry

This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment

in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH135 Pre-Calculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 3 Cr. (3 Lec.) Fall and spring semesters.

MATH181 Discrete Mathematics

This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, functions and relations, logic, methods of proof, induction and recursion, number theory, counting methods and discrete probability, graph theory, trees, and finite state automata. MATH 181 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

MATH200 Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH200H Statistics - Honors

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH201 Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (or prior completion of ESL 103). 4 Cr. (4 Lec.) Fall and spring semesters.

MATH201H Calculus I - Honors

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 4 Cr. (4 Lec.) Fall and spring semesters.

MATH202 Calculus II

This course is a continuation of Calculus I. Topics include: slope fields, applications of separable differential equations, area between two curves, volumes of revolution, arc-length, work, advanced integration techniques (parts, trig integrals, trig substitution, and partial fractions), L'Hopital's Rule, improper integrals, infinite series, parametric equations, and polar coordinates. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. MATH 202 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 4 Cr. (4 Lec.) Fall and spring semesters.

MATH203 Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes and surfaces in space, cylindrical and spherical coordinates, differentiation and integration of vector-valued functions, tangent vectors and normal vectors, partial derivatives, directional derivatives and gradients, tangent planes and normal lines, multiple integrals, multiple integrals in cylindrical and spherical coordinates, line integrals, conservative vector fields and independence of path, Green's theorem, surface integrals, divergence theorem, flux, and Stoke's theorem. MATH 203 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better

grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103). 4 Cr. (4 Lec.) Fall semester.

MATH206 Differential Equations
An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. MATH 206 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.4 Cr. (4 Lec.) Spring semester.

MATH208 Linear Algebra
This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.) Occasionally.

METEROROLOGY

METR101 Introductory Meteorology
A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

MUSIC

MUSI101 Music Appreciation
This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI103 College Community Chorus
Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

MUSI108 Music Theory I
This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI109 Music Theory II
A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MUSI115 Small Ensemble-Recorder
This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI117 Applied Music-Piano
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI118 Applied Music-Guitar
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI120 Applied Music-Voice
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI127 Applied Music-Piano
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite:

RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI128 Applied Music-Guitar

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI130 Applied Music-Voice

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

NURSING

NURS102 New York State Coalition: PN to RN Transition

Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Offered exclusively in an online format. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

NURS104 Medical Terminology Cross-listed as HLTH 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

NURS110 Fundamentals of Nursing

The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.) Fall semester.

NURS120 Critical Thinking in Medical Surgical Nursing

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.) Spring semester.

NURS135 Therapeutic Touch: Massage Techniques Cross-listed as HLTH 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

NURS200 Simulation in Nursing

This is a web enhanced and experiential learning course which explores the role of the nurse, appropriate nursing skills, critical thinking, ethical decision making, clear communication skills, team collaboration, delegation, cultural sensitivity/awareness, and professionalism in a safe environment using high fidelity simulation. Real life clinical reasoning scenarios, instructioning, reflective learning, and debriefing are course components.

Through the application of multiple levels of patient case scenarios and simulations, integration of quality and safety in patient care is demonstrated through the utilization of nursing and scientific knowledge related to diseases processes including effects on the pathopysiology of the patient. Students are administered sequential decision making events within an environment that mimics a clinical setting. Student simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional registered nurse. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL132; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., .5 Lab) Spring semester.

NURS208 The Art and Science of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS208H The Art and Science of Nursing Across the Lifespan - Honors

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS225 Professional Practice and Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring semester.

NURS225H Professional Practices & Complex Nursing Care – Honors

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. Prerequisite: All courses required in the first 3 semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 12 Lab.) Spring semester.

NURS232 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in

a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; 2 Cr. (6 Lab.) Fall and spring semesters.

NURS233 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; 3 Cr. (9 Lab.) Fall and spring semesters.

NURS241 Pharmacology for Nurses and Allied Health Professionals

This is a comprehensive pharmacology course which explores the basic principles of pharmacology, the legal and ethical foundations of safe medication administration, the role of the nurse in medication administration, lifespan considerations, and the major classifications of medication, including therapeutic actions and uses, clinical significance, nursing implications, adverse effects, and client and family teaching. Prerequisites: NURS 110, BIOL 131, and ENGL 101; prior completion or concurrent enrollment in NURS 120 and BIOL 132. 3 Cr. (3 Lec.) Fall and spring semesters.

OFFICE MANAGEMENT AND ADMINISTRATION

OFFC101 College Keyboarding and Document Processing
Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC110 Word Processing for Computers Using Microsoft Word

Students are prepared in using the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 4 Cr. (3 Lec.,3 Lab.). Occasionally.

OFFC203 Administrative/Automated Office Procedures

Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

OFFC211 Intermediate College Keyboarding & Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC221 Advanced College Keyboarding and Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to

fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC230 Office Management and Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/ administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.). Occasionally.

PARALEGAL

PARA101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM \ products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA213 Constitutional Law Cross-listed as POSC 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA213H Constitutional Law – Honors

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution,

child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA216 Legal Aspects of Evidence
Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARA220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall semester.

PARA226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARA230 Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.). Fall and spring semesters.

PARA231 Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major . 3 Cr. (3 Lec.). Fall and spring semesters.

PARC130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC213 Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisites: Paralegal Studies certificate major; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

PARC215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC216 Legal Aspects of Evidence
Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARC220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a

criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall semester.

PARC226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARC230 Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.). Fall and spring semesters.

PARC231 Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PHILOSOPHY

PHIL101 Introduction to Philosophy

A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL201 Contemporary Moral Issues

An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHYSICS

PHSC104 General Physics I

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC104H General Physics I - Honors

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC105 General Physics II

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 105 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC105H General Physics II - Honors

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 105 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC211 Physics I (Mechanics and Heat)

This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC212 Physics II (Electricity and Magnetism)

This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. PHSC 212 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.). Fall semester.

PHSC213 Physics III (Waves, Optics and Modern Physics)

This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. PHSC 213 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

POLITICAL SCIENCE

POSC103 American National Government

An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC104 American State and Local Government

This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC107 Economy, Society & Environment Cross-listed as ENVS 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Spring semester.

POSC112 Public Administration

An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC213 Constitutional Law Cross-listed as PARA 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC225 Comparative Politics

This course introduces students to various nation-states of the world and compares governmental development, political history and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC230 History of Ireland Cross-listed as HSTY 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.). Fall semester.

POSC245 Topics in Modern Asia Cross-listed as HSTY 245

This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC260 Topics in Modern Latin America Cross-listed as HSTY 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC262 Topics in Modern Spain Cross-listed as HSTY 262

This travel course introduces students to the modern history and politics of Spain. Students travel as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 262 fulfills the SUNY General Education Western Civilization requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec. 6 Lab.) Occasionally offered December-January and other vacation periods.

PSYCHOLOGICAL EDUCATION

PSED160 Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.). Fall and spring semesters.

PSED213 Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best “market” themselves in today’s job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisite: ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

PSYCHOLOGY

PSYC101 Psychology of Personal Growth
An applied psychology course providing opportunities for students to learn about and examine their own personal growth. PSYC 101 fulfills the SUNY General Education Social Science requirement. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec). Fall and spring semesters.

PSYC103 Introduction to Psychology
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC103H Introduction to Psychology - Honors
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103), MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC108 Environmental Psychology
Cross-listed as ENVS 108
A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PSYC200 Theories of Personality
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC200H Theories of Personality - Honors
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC201 Social Psychology
A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. PSYC 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC205 Childhood Psychology
The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. PSYC 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC207 Adolescent Psychology
Physical, cognitive, and social-emotional development of the adolescent (age 12 through 17) and emerging adult (age 18-20) are studied from multiple psychological and developmental perspectives. Emphasis is placed on normative experiences, cultural differences, as well as problems adolescents and emerging adults face as they mature in today's rapidly changing society. Methods of research in the field and concepts such as intellectual development, identity formation, moral development, gender roles, gender and sexual development, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC208 Adult Psychology
Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. PSYC 208 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209 Abnormal Psychology
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. PSYC 209 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC209H Abnormal Psychology-Honors
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC216 Introduction to Experimental Psychology
An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.). Occasionally.

PSYC218 Educational Psychology
An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. PSYC 218 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC263 Development Across the Lifespan
This course will examine human development across the lifespan. Focus will be on physical, cognitive, psychosocial aspects of development as a life-long process. Special attention will be given to the major themes, theories, research findings and debates in the field. The impact of ethnic, gender, and cultural factors on development will be examined. PSYC 263 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Completion of RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC290 Social Science Capstone Course
Cross-listed as ANTH 290 or HSTY 290 or SOCI 290
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.). Fall and spring semesters.

READING

RDNG049 Active Literacy Repeater
This course is designed to assist students who made major progress in RDNG 099 in the previous semester, but did not meet all learning outcomes. Grading will be on a pass/fail basis. Prerequisites: Completion of RDNG 099 (including the final exam) with a minimum of 500 earned points in the previous semester. 1 Equiv. Cr. (1 Lec.) Occasionally.

RDNG099 Active Literacy
This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.). Fall and spring semesters.

RDNG116 College Reading and Study Skills
This course is designed to help students develop a variety of effective college-level reading and studying strategies. Emphasis is placed on students understanding and applying key memory principles, basic learning processes, and fundamental metacognitive strategies. Course topics include reading textbooks and other college-level material, taking text and classroom notes, preparing for and taking tests, and managing time and keeping organized. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

RECREATION LEADERSHIP/ OUTDOOR EDUCATION

RECR107 SCUBA Diving Cross-listed as FITN107

Introduction to the basic concepts of safe scuba diving. Students learn elementary scuba techniques and safety practices while participating in instructional classes taught by a certified instructor in the TC3 swimming pool. No prior scuba experience required; all scuba equipment provided. Additional fee required. Prerequisites: RDNG 099; prior completion or concurrent enrollment in ENGL 099 and MATH 090. 1 Cr. (2 Lab.) Occasionally.

RECR110 Introduction to Recreation

This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RECR120 Leadership in Recreation

Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

RECR150 Play Across Cultures Cross-listed as SOCE 150

Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR160 Backpacking Cross-listed as FITN 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Fall and spring semesters.

RECR161 Mountain Biking Cross-listed as FITN 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

RECR163 Teambuilding and Group Initiative Activities Cross-listed as FITN 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Cr-Lab.). Fall semester.

RECR164 Snowshoeing Cross-listed as FITN 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR165 Canoeing Cross-listed as FITN 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Spring semester.

RECR166 Cross Country Skiing Cross-listed as FITN166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR201 Introduction to Therapeutic Recreation

A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices and procedures of therapeutic recreation. Students examine the role of therapeutic recreation professionals

in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: ENGL100. 3 Cr. (3 Lec.) Spring semester.

RECR210 Diversity and Inclusion in Recreation

This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

RECR215 Recreation and the Expressive Arts

This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students will develop an understanding of art's main concerns, function and purpose while examining the various fundamentals of art. Students will develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. Students will learn basic skills to develop and organize programs that incorporate expressive arts in a variety of recreational settings. A combination of lectures, studios, assignments and field trips are utilized. RECR 215 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. Additional Activity Fee Required. 3 Cr. (2 Lec., 2 Lab). Fall semester.

RECR220 Programming Recreation and Leisure

A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

RECR230 Personal Training & Aerobic Leadership

Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.). Fall semester.

RECR232 Exercise Physiology Cross-listed as BIOL232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.). Spring semester.

RECR260 Camp Counseling and Outdoor Education

This course, which includes field experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR274 Outdoor Recreation Pursuits

Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.). Fall semester.

RECR276 Outdoor Recreation Field Adventure Cross-listed as FITN 276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.). Spring semester.

RECR284 Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.). Fall and spring semesters.

RECR285 Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.). Fall and spring semesters.

RUSSIAN

RUSN101 Russian I

This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RUSN102 Russian II

This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.) Spring semester.

RUSN280

Designed for students who wish to continue Russian studies, current and useful vocabulary with functionally based grammar explanations are emphasized. Students will further develop basic reading, listening and communication skills. Prerequisite: RUSN 102. 3 Cr. (3 Lec.) Occasionally.

SOCIAL SCIENCE

SOCE131 Introduction to Men's Studies Cross-listed as WGST 130.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.
SOCE150 Play Across Cultures Cross-listed as RECR 150
Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE200 Baseball in American Culture

Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Summer semester.

SOCE201 Human Sexuality

The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. SOCE 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCE205 Organizational Behavior

Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. SOCE 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.). Occasionally.

SOCE258 Creative Nonfiction Writing Cross listed as ENGL258

genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL 258 fulfills the SUNY General Education requirement in the Arts. Cross–listed as SOCE 258. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

SOCE281 Social Science Internship

Each student completes a minimum of 135 hours of field work in a social science community service setting under the supervision of a professional employed by the agency served. Weekly updates and future plans for action must be submitted to the instructor. A letter of completion from the agency supervisor detailing hours worked and describing student's accomplishments, goals achieved, and impact of the work will be submitted by the student's supervisor. Prerequisites: Permission of the instructor. 3 Cr. (9 Lab.). Occasionally.

SOCIOLOGY

SOCI101 Introduction to Sociology

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCI101H Introduction to Sociology – Honors

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCI201 Sociology of the Family

This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. SOCI 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

SOCI203 Sociology of Race, Power, and Privilege

This course introduces students to the sociological study of race, power, and privilege in the U.S. context. Emphasis is placed on the social construction of race; the historical foundations and contemporary expressions of structural inequalities in wealth, power, and prestige along racial lines; the counter-stories of historically underrepresented racial groups contrasted to the dominant narrative; and the "normalization of whiteness" and resulting privileges. Prerequisites: SOCI 101; MATH 090. Prior completion or concurrent enrollment in RDNG 116 and ENGL 100, if required by placement testing. Cr. (3 Lec). Fall and spring semesters.

SOCI205 Contemporary Social Problems

A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. SOCI 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI206 Juvenile Delinquency Cross-listed as HUMS 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

SOCI207 Introduction to Criminology

Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. SOCI 207 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

SOCI218 Smart TV Cross-listed as ENGL 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

SOCI220 Development Anthropology in a Globalizing World Cross-listed as ANTH 220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

SOCI228 Sociology of Popular Culture

This course uses sociology in order to gain an understanding of the role that media and popular culture play in the larger society as well as within our own lives. Students gain an overview of the sociology of media and popular culture and explore more focused topics in the area, including the creation of identities, fads, advertising, the establishment of "decency" and social norms, and the impact of the news media. Prerequisite: SOCI 101; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SOCI280 Independent Study-Sociology

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

SOCI290 Social Science Capstone Course Cross-listed as ANTH 290/HSTY 290/PSYC 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI295 Foundations of Education Cross-listed as EDUC 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SPANISH

SPAN100 Occupational Spanish

Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SPAN101 Beginning Spanish I

Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103); RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

SPAN102 Beginning Spanish II

Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and preterit tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (3 Lec.) Fall and spring semesters.

SPAN201 Intermediate Spanish I

This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 102; Prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 or (prior completion of ESL 103). 3 Cr. (3 Lec.) Occasionally.

SPAN202 Intermediate Spanish II

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Outside preparation using CD-ROMs, the internet, or other audio-visual materials may be required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish and should be able to use indicative, subjunctive and imperative moods. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; prior completion or concurrent enrollment in ENGL 100 or ESL 120, 121, and 122 (or prior completion of ESL 103). 3 Cr. (3 Lec.) Occasionally.

SPAN280 Hispanic Literature and Culture I

This is an advanced-intermediate course, intended to be a bridge to upper level literature courses. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Students are expected to be able to communicate in the present, past, and future tenses as well in the indicative, subjunctive and imperative moods in Spanish. The class is conducted exclusively in Spanish. Prerequisites: SPAN 202 or equivalent; prior completion or concurrent enrollment in ENGL101. 3 Cr. (3 Lec.) Occasionally.

SPAN281 Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. (This course is open to native Spanish speakers. They should have the equivalent reading and writing ability in SPANISH to take this course.) This course is conducted exclusively in Spanish. It is not a grammar course but rather an advanced introduction to literature and culture. Prerequisites: SPAN 280; prior or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPORT MANAGEMENT

SPMT150 Foundations of Sport Management

Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SPMT190 Event Practicum I

This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT195 Event Practicum II

Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the fall and spring semesters. Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT255 Sport Event Management

Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT260 Sport Media Management

This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT270 Sport Facilities/Venue Management

The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WEB DESIGN

WD 155 Extensible Markup Language Cross-listed as CAPS 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks). Fall and spring semesters.

WD 157 Web & Mobile Design

An introduction to the development of Web pages for the Internet including mobile devices. Topics include device independent HTML5, CSS3, and JavaScript including content-specific elements, links, multimedia, 2D/3D graphics, and JavaScript. This course is designed for the student who would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her Web pages, and to enhance his/her ability to create practical and compelling device independent Web sites. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab, 15 weeks) Occasionally.

WD 220 PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.). Fall semester.

WD 256 Web & Mobile Design Solutions

This course provides an opportunity for students with advanced web and mobile design skills to further strengthen and apply their web and mobile proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web and mobile design, implementation, and problem resolution. Prerequisites: WD 157; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Occasionally.

WINE MARKETING

WINE120 Survey of Wine and Alcoholic Beverages

This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in HRMG 107, ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

WINE130 Grape Growing and Wine Business

This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Additional fee required. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE200 Sensory Evaluation for Wine and Food Pairing

This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

WINE202 Beverage Studies

This course is a study of a range of both alcoholic and non-alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WINE213 Wine Marketing Internship

Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101, PSED 213; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.) Summer semester.

WINE220 Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Additional fee required. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WOMEN & GENDER STUDIES

WGST100 Perspectives on Women - An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Occasionally.

WGST120 Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

WGST125 Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

WGST130 Introduction to Men's Studies Cross-listed as SOCE 131

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST200 Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, AND 122 (OR PRIOR COMPLETION OF ESL 103) if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST225 Women & Gender Studies Internship

The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.) Occasionally.

WGST233 Women in U.S. History Cross-listed as HSTY 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement,

employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST248 Contemporary Women Writers Cross-listed as ENGL 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. WGST 248 fulfills the SUNY GEN ED Humaities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST280 Women & Gender Studies-Independent Study

This is an advanced course of study enabling the student to conduct in-depth research on an aspect of interest in the field of Women and Gender Studies based on a mutual agreement between the student and faculty member. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.). Occasionally.

2015-16 Tompkins Cortland Community College
Course Descriptions

Current course descriptions are available online through the TC3 Catalog. This document is to be used in conjunction with the archived 2014-15 TC3 Online Catalog. All online catalogs, both current and archived, access only current course descriptions.

July 16, 2015

ACADEMIC SUCCESS

ACAD100 Introduction to the College Experience
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ACAD150 College Success Seminar
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ACAD175 Academic Success - Continuing Students
Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behaviors for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall and spring semesters.

ACCOUNTING

ACCT101 Principles of Accounting
Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT102 Principles of Accounting II
This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT120 Accounting on Microcomputers

Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ACCT203 Intermediate Accounting

Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

ACCT204 Intermediate Accounting II

This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT205 Cost Accounting

Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT207 Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall semester.

ACCT280 Independent Study-Accounting

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisites: ENGL 101 and instructor permission. 1-3 Cr.

ANTHROPOLOGY

ANTH201 Introduction to Anthropology

Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological Anthropology (physical, primates, and genetics), Archaeology (Ancient Civilizations), Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology that investigates the effect of globalization on living cultures may also be explored. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202 Cultural Anthropology

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. This course is designed to broaden one's worldview of people living in various cultures. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students will also conduct interviews and observation and research a specific culture of their

choice. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

ANTH202H Cultural Anthropology – Honors

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH220 Development Anthropology in a Globalizing World Cross-listed as SOCI 220

This course prepares students for citizenship in a global society by focusing on the challenges of Globalization and development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how might western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

ANTH260 Culture Survey for Study Abroad Cross-listed as IED 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, as well as other regions of the world. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ANTH274 Archaeology Field School - Cayuga Nation

This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m. - 5:00 p.m.)on a local excavation "dig" site for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.) Summer semester.

ANTH290 Social Science Capstone Course Cross-listed as HSTY 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

ANTH295 Global Seminar Cross-listed as ENVS 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH295H Global Seminar Honors Cross-listed as ENVS 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ARABIC

ARAB 101 Arabic I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Arabic. Cultural aspects of the Arabic-speaking world are covered. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ARAB 102 Arabic II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in ARAB 101, students continue to learn the essentials of Arabic grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ARAB 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART

ART 101 History and Appreciation of Art I

A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ART 102 History and Appreciation of Art II

Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 104 History of Photography and Video

Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ART 106 Introduction to Photojournalism

This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photo journalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

ART 109 Graphic Design

An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 110 Design I

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 111 Photography I

Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 112 Photography II

A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to medium and large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 114 Design II

Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. ART 114 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 115 Painting I

Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 116 Painting II

A continuation of Painting I, this course emphasizes the creative use of acrylics and oils. Composition, form, and texture will be taught, as well as exploration by students of various mixed media. Prerequisites: ART 115; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.). Occasionally.

ART 117 Design I for Electronic Media

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts on the computer. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience and principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 120 Drawing I

Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 122 Drawing II

By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. ART 122 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 130 Ceramics

This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, demonstration of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 180 Typography

Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. ART 180 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 200 Illustration

An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. ART 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 212 Digital Photography

This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available from the Photography Department to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 213 Dynamic Media I

This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117, ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 214 Dynamic Media II

This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 222 Advanced Digital Photography

This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 233 Animation

This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 254 Advanced Media Design

Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 260 Portfolio Preparation - Graphic Design

ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 261 Portfolio Preparation - New Media

ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 262 Portfolio Preparation – Photography

ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, writing cover letters, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 270 Computer Graphics I

This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. ART 270 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 271 Computer Graphics II

This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. ART 271 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 276 Independent Art Studio – Ceramics

This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 280 Independent Art Studio – Design

An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 282 Independent Art Studio – Drawing

An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 284 Independent Art Studio - Graphic Design

An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 288 Independent Art Studio – Painting

An advanced course of study in painting developed through an agreement between the faculty member and the student. The student must demonstrate competence in painting by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 290 Independent Art Studio - Photography

An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 298 Independent Art Studio - Media Arts

An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ASTRONOMY

ASTR101 Introductory Astronomy

A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOLOGY

BIOL100 Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL101 Principles of Biology I

BIOL 101 presents an overview of major biological principles. Course topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL102 Principles of Biology II

BIOL 102 presents an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics will include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. There are no biology course prerequisites. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. This course has no BIOL prerequisite. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL104 General Biology I

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL105 General Biology II

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL112 Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. BIOL 112 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

BIOL114 Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL115 Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. BIOL 115 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester. BIOL116 Tropical Field Natural History. This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education Natural Sciences requirement. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

BIOL125 Biology and Earth Science for Teachers Cross-listed as GEOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL131 Principles of Human Anatomy and Physiology I

Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or a "C" or better in BIOL 104 or or a "C" or better CHEM 101 and BIOL 101. Prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL132 Principles of Human Anatomy and Physiology II

Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. BIOL 132 fulfills the SUNY General Education Natural Sciences requirements. Prerequisites: BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL201 Human Anatomy and Physiology I

The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. BIOL 201 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL202 Human Anatomy and Physiology II

The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required BIOL 202 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL205 General Genetics

Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL206 Molecular Genetic Techniques

This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating expression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL211 Ecology

An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. BIOL 211 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; MATH 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL216 General Microbiology

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. BIOL 211 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL220 Cell Biology I

Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL221 Cell Culture Techniques

Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL232 Exercise Physiology Cross-listed as RECR232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Occasionally.

BIOL280 Biology-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

BIOTECHNOLOGY

BIOT101 Introduction to Biotechnology

A survey course for students enrolled in the Biotechnology degree and certificate programs. Career opportunities in biotechnology (modern biology) are discussed. Students map their educational paths to their career objectives. Issues related to intellectual property rights, bioentrepeneurship, regulations in biomanufacturing, and bioethics are covered. Employability (soft) skills, including group work and presentation, are developed. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL103; prior completion or concurrent enrollment MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

BIOT295 Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 132 or higher; BIOL 206 or 221; two 200 level biology courses except BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 lab) Spring semester.

BUSINESS ADMINISTRATION

BUAD103 Entrepreneurship I

Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resource skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD104 Business Mathematics

Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

BUAD106 Foundations of Business

Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD108 Sales and Sales Management

Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD109 Personal Money Management

This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD111 International Business

Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD201 Business Law I

Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD202 Business Law II

This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD203 Business Communications

Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD204 Principles of Marketing

Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD207 Entrepreneurship II

Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered in on-line class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BUAD208 Principles of Management

Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD211 Marketing Applications

Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Summer semester.

BUAD212 Quality Customer Service

This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. The trends associated with social media and web presence are explored. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD215 International Marketing

Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD217 Fundamentals of Exporting

This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Summer semester.

BUAD219 Human Resource Management

This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD220 Principles of Bank Operations

The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222 Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD261 Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to www.wdwcollegeprogram.com. Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr. Fall and spring semesters.

BUAD264 Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BUAD290 Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CHEMICAL DEPENDENCY COUNSELING

CDSC101 Introduction to Chemical Dependency Counseling

This course is designed to provide an introduction to clinical interviewing and substance abuse counseling. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. Students gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. A C or better grade is required to progress to 200-level CDSC courses 3Cr. (3 Lec.) Fall and spring semesters.

CDSC200 Chemical Dependency Field Work I

This course is the first of two semesters of field placement and practicum in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 101 with a C or better grade; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better to successfully complete this course. 4 cr. (1 Lec., 9 Lab) Fall and spring semesters.

CDSC201 Counseling Theories & Interventions I

This is the second theory course in the Chemical Dependency degree and certificate programs. An in-depth analysis of the basis and application of chemical dependency counseling theory with an emphasis on individual counseling is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: Prior completion with a grade of C or better or concurrent enrollment in CDSC 101; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CDSC220 Chemical Dependency Field Work II

The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 200 with a C or better grade; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better grade to successfully complete this course. 4 Cr. (1 Lec., 9 Lab.) Fall and spring semesters.

CDSC225 Counseling Theories & Interventions II

This is the third theory course in the Chemical Dependency degree and certificate programs . The first part of the course is devoted to group theory and interventions with chemically dependent individuals. The second part of the course focuses on the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives and empirically supported approaches are reviewed. Techniques for assessment, treatment and care coordination are discussed. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.) Spring semester.

CHEMISTRY

CHEM101 Principles of Chemistry I

This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. PREREQUISITES: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM102 Principles of Chemistry II

This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. PREREQUISITES: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CHEM107 General Chemistry I

This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, phase changes, and thermochemistry. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. PREREQUISITES: MATH 100 and college prep chemistry or CHEM 101; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHEM108 General Chemistry II

This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, and kinetics. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. PREREQUISITES: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CHEM205 Organic Chemistry I

This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, (NMR, MS, IR, UV.) cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. PREREQUISITES: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

CHEM206 Organic Chemistry II

This course is designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. The following topics will be covered: general synthesis, reaction and reaction mechanisms of major organic functional groups: alcohols, ethers, carbonyl compounds [aldehydes, ketones, carboxylic acids and their derivatives, beta di keto compounds, amino compounds, heterocyclic aromatic compounds, and various biological compounds. In addition, Aromatic compounds, the rule of aromaticity and the preparation, reaction, and reaction mechanism of Electrophilic Substitution and Nucleophilic addition. Emphasis will be placed on reaction mechanisms and a survey of biological macromolecules. Brief details about the structure of Carbohydrates, Proteins, Lipids, and Nucleic acids. In addition, of DNA and RNA Sequences, and the Polymerase Chain Reaction (PCR). PREREQUISITES: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

CHEM280 Chemistry – Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 2 Cr. Occasionally.

CHINESE

CHIN101 Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CHIN102 Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMMUNICATION & MEDIA ARTS

COMM100 Creating Online Media

This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM101 Mass Media

A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM110 Aesthetics/Techniques of Video and Film Editing

This course provides the student with the basic skills necessary to read a film. This course concentrates on formal analysis of the aesthetic and ideological elements that comprise the multiple languages of cinema. The course introduces the student to various genres of narrative cinema as well as to different categories of cinema such as experimental, documentary, animation and hybrid forms. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: ENGL 099 or prior completion or concurrent enrollment in ESL 103, and prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM111 Foundations of Digital Editing

Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM112 Foundations of Motion Graphics

This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM115 Introduction to Digital Video

This is a basic, practical, hands-on introduction to the creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM120 Broadcast Operations

This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM140 Introduction to Field Production

A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM145 DVD Authoring

DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160 Broadcast Journalism

This is an intensive seminar on broadcast news gathering with practical emphasis on news writing and reporting for radio and television. Topics include ENG (electronic news gathering) and broadcast news style and theory. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

COMM170 Broadcast Copywriting

This is a second-level writing course intended to teach students to write creative radio and television commercials. Correct grammar, structure, and style are important factors in student success. In-class writing assignments are a significant part of the learning experience. Those, as well as homework assignments, are read aloud in class and critiqued on the spot. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM210 Production and Direction

An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM220 Radio Production

This course focuses on the techniques of radio production with emphasis on the use of equipment in the broadcast situation, as well as the general operation of a radio station. Announcing, editing, mixing, and remote production are covered. Substantial outside preparation is required. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM225 Communication Law and Ethics

The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the “working world”. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM230 Broadcast Communication Skills

The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM235 Multi-Track Recording

Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, “industry-standard” editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. Prerequisites: COMM 220; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

COMM240 Non-Fiction & Fiction Field Production

An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker’s “voice” within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM245 Professional Video Editing and Post Production

This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM250 Sports Field Production

Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.) Occasionally.

COMM262 Portfolio Preparation-Communication

Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

COMM265 Communication & Media Arts Internship

This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.) Occasionally.

COMM 270 Hollywood: On Location

Students spend 20 days in California touring studios, speaking with industry leaders, and working as interns on Hollywood productions. Intended for second year Digital Cinema and Broadcast Production -Television majors, the entertainment industry and the vast history of storytelling in Hollywood are explored and researched. Students produce a film or television episode working alongside industry professionals. They develop research skills, storytelling techniques, networking skills, collaboration and leadership skills. The course consists of 40 lecture hours in meetings prior to the Hollywood trip; 30 lecture hours during the trip; and 105 lab hours for fifteen out of the 20 days in Hollywood. Students must be in good academic standing with a 3.2 GPA or higher; they must submit a faculty recommendation and an application. The Dean of Instruction and the course instructor select a limited number of students based on the course requirements and completed prerequisites. Substantial course fee. Prerequisites: COMM 210; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing. 6 Cr. (4 Lec, 2 Lab) Occasionally.

COMM280 Communication & Media Arts-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

COMM285 Radio News Production

This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Fall semester.

COMM290 Television News Production

This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM295 Television News Production and Origination

The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Spring semester.

COMM298 Cinema Capstone Cross-listed as ENGL 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

COMPUTER APPLICATIONS

CAPS100 Keyboarding for Computers

Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS101 Introduction to Computers

An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS105 Word for Personal Use

Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks) Occasionally.

CAPS111 Introduction to Word Processing

An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS113 Advanced Word Processing

Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS121 Introduction to Spreadsheets

An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS123 Advanced Spreadsheets

Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office Specialist (MOS) Expert Exam in Excel. Topics include planning, recording, running and editing macros, creating VBA procedures, enhancing charts, adding sparklines, identifying data trends, using what-if-analysis (scenario manager, goal seek, data tables), analyzing data, creating PivotTables and PivotCharts, exchanging data with other programs such as Microsoft Word, PowerPoint and Access, sharing, customizing and maintaining workbooks, importing and exporting data and auditing worksheets. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS131 Introduction to Databases

An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS133 Advanced Databases

This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS141 Presentation Software

An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS152 Web Page Design

An introduction to the development of web pages for the Internet. Topics include HTML and/or XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS 153 Advanced Web Page Design

This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

CAPS 154 Java Script

This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS155 Extensible Markup Languages Cross-listed as WD 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMPUTER FORENSICS

CFOR110 Security System Design and Analysis

This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CFOR210 Computer Forensics

This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR220 Intrusion Detection

This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR230 Search and Seizure-Legal and Privacy Issues

Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CFOR240 Economic Crime Investigation

Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER INFORMATION SYSTEMS

CIS 108 Introduction to Computer Information Systems

This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic, or Java. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CIS 132 Network Design

Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 213 Programming in C++

An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 214 Systems Analysis and Design

An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 215 Operating Systems

An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 220 Database Concepts

Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 223 Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 225 JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 227 Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 230 Computer Information Systems Internship

Students work a minimum of eight hours per week in local CIS settings. Tasks performed include: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing.
3 Cr. (1 Lec., 8 Lab.) Spring semester.

COMPUTER SCIENCE

CSCI160 Computer Science I

This course introduces students to computer programming in order to solve problems and process information. Topics include variables, data types, algorithms, decisions, repetition, files, arrays and modules using a common programming language. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI165 Computer Science II

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 132 or three years of NYS Regents Mathematics; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI205 Computer Science III/Data Structures

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI210 Computer Architecture & Organization

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing.
3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMPUTER SUPPORT SPECIALIST

CSS 112 Hardware Repair and Maintenance

This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 212 Help Desk and User Support

This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 240 Computer Support Specialist Internship

Provides a 14-week supervised work experience in the field of computer support. Students work a minimum of eight hours per week in local computer support settings. Duties performed include: installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

CONSTRUCTION TECHNOLOGY

CONT107 Construction Materials

This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CONT115 Construction Estimating and Planning

This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT202 Surveying

This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CONT208 Construction Management and Regulation

This course covers “Basic Management” used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CONT210 Structural Design

An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centroids, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122 or 132; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CONT216 Materials Testing

This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; RDNG 116 if required by placement testing. Prior completion of a lab science is strongly recommended.
2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT 280 Construction Tech Independent Study

This course provides the opportunity for more in depth study of a construction and environmental technology topic. Faculty member approval is required prior to registration. 1-3 Cr. Occasionally.

CRIMINAL JUSTICE

CRJU104 Introduction to Corrections Cross-listed as HUMS 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

CRJU105 Introduction to Criminal Justice

This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU110 Introduction to Policing

The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CRJU205 Concepts of Criminal Law

Criminal law is analyzed with an emphasis on the statutory classifications of crime and the elements necessary to establish a crime and criminal intent. Students read and analyze court cases which examine the penal statutes and discuss constitutional implications. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing.3 Cr. (3 Lec.) Fall semester.

CRJU210 Introduction to Criminal Investigation

Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU212 Community Corrections Cross-listed as HUMS 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU215 Legal Aspects of Evidence Cross-listed as PARA 216/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU 217 Ethics in Criminal Justice

This course is an examination of ethical considerations facing criminal justice practitioners. Topics include defining moral behavior; developing moral and ethical behavior; exploring ethics within law enforcement systems; ethics and the courts; ethics and corrections; the ethics of punishment; policy implications; professionalism; and the role of pride for practitioners. CRJU 217 fulfills the SUNY GEN ED Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in CRJU 105 or SOCI 101, and prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. Cr. 3 (3 Lec.) Fall semester.

CRJU230 Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105; CRJU 210 or CRJU 205 and SOCI 207; ENGL 101 and RDNG 116 if required by placement testing. Prior completion or concurrent enrollment in MATH 090 if required by placement testing. Instructor permission is required; the instructor may allow concurrent enrollment in CRJU 210 or CRJU 205 and SOCI 207. 3 Cr. (9 Lab.) Fall and spring semesters.

CRJU280 Independent Study-Criminal Justice

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

CULINARY ARTS

CULI 101 Food Service and Preparation I

Basic procedures and techniques for large quantity food preparation and service are covered. The practice of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are integral to this course. Special projects in menu planning, purchasing, preparation, and services are required. Coursework will also include elements of local food sourcing and menu development from that approach. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and HRMG 105; MATH 090 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters.

CULI 102 Food Service and Preparation II

Building on introductory concepts learned in CULI 101, the course focuses on culinary operations concepts, including kitchen structures and design, inventory and control, service systems and advanced menu development within a commercial setting. Attention is given to food combinations, types of cuisine, and the creative as well as practical process in menu planning and costing of product from local sources when practical. Prerequisites: C or better grade in CULI 101; HRMG 105, ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall and spring semesters.

CULI 160 Back of House Kitchen Practicum

An experiential learning course within a 'back of the house' culinary operation teaches students about the nuances of a busy kitchen. Practical workplace training is supported by an individualized learning plan. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in CULI 102; HRMG 100, HRMG 105, ENGL 100; MATH 090 if required by placement testing; previous completion or concurrent enrollment in RDNG 116 if required by placement testing; previous completion or concurrent enrollment in ENGL 101 and CULI 102. 2 Cr. (6 Lab.) Spring semester.

CULI205 Garde-Manger & Catering

The basics of garde manger production are learned through preparation of appetizers, condiments, and hors d'oeuvres. Emphasis is placed on buffets and other catering production and presentation concepts. Topics include: hot and cold hors d'oeuvres; salads, dressings, and relishes; sandwiches; patés and terrines; chaudfroids, gelees, and molds; canapés; and garnishing, carving, and decorating. Laboratory practice parallels class work. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in ENGL 101; HRMG 105; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

CULI 270 Restaurant Operations Front-of-House Practicum

Students are introduced to the use of technology in group restaurant reservations, guest orders, point of sale, scheduling and inventory. Students are required to complete a minimum of 90 work hours of field experience at the TC3 culinary lab facility in downtown Ithaca. Rotations include classic and contemporary table service, beverage preparation and service, guest relations, order taking in an à la carte environment, service sequence and etiquette, point-of-sale systems, cash handling, merchandising, public area sanitation and safety, dining room preparation and hosting/reservations. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in HRMG 100; HRMG 105; HRMG 107; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. CULI 101 is recommended. 4 Cr.
Spring semester.

DRAFTING

DRAF107 Engineering Graphics

This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Fall and spring semesters.

DRAF117 Architectural Drafting I

The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

DRAF118 Architectural Drafting II

This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Spring semester.

DRAF120 Introduction to Computer Aided Drafting

This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

EARLY CHILDHOOD

ECHD110 Children and the Arts

This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD125 Introduction to Early Childhood Education Cross-listed as HUMS 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting thru out the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD206 Infant/Toddler Environments and Curriculum

Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.) Fall and spring semesters.

ECHD225 Early Childhood Curriculum Development Cross-listed as HUMS 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD240 Techniques for Observing and Recording Young Children's Development

Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.3 Cr. (3 Lec.) Fall and spring semesters.

ECHD242 Guided Field Work - Early Childhood Education

This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.) Fall and spring semesters.

ECHD242H Guided Field Work Early Child Honors

This honors course is designed to provide members of the early childhood academy with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Academy students will complete specific enrichment experiences. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the Early Childhood Program Chair. 4 Cr. (1.5 Lec., 8 Lab.) Occasionally.

ECONOMICS

ECON101 Introduction to Economics

This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON120 Principles of Microeconomics

An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON121 Principles of Macroeconomics

An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUCATION

EDUC201 Introduction to Education

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The role of the family, the community, and society in the general process of education are explored. Student will develop an understanding of the New York State Common Core Standards. A thirty-hour field experience is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC295 Foundations of Education Cross-listed as SOCI 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ELECTRICAL ENGINEERING TECHNOLOGY

ELEC127 Circuit Analysis

This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC128 Fundamentals of Electricity

This course provides the fundamental prerequisite theory and laboratory experience to begin studies in electronics subject areas. Students will learn terminology, solutions to engineering problems and circuit construction and measurement techniques. The material will provide a firm background for further studies in electricity and electronics. Topics include: principles of electricity, DC series and parallel circuits, network theorems, magnetism, AC circuits, inductors, capacitors and frequency response. The lab component will include test, measurement and troubleshooting of DC and AC electrical circuits. Computer simulation and calculations will also be used to solve engineering problems. Prerequisites: Prior completion or concurrent enrollment in MATH 100, ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec.,3 Lab) Spring semesters.

ELEC130 Electronic Devices and Circuits

An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC207 Fabrication Techniques

This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Occasionally.

ELEC223 Microcontroller Fundamentals

Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC224 Digital Electronics

Digital Electronics is the foundation of computer systems and automated manufacturing. This course provides the theory and hands-on experience with digital logic and sequential circuits. Topics include number systems, Boolean logic, decoders, encoders, multiplexers, counters, shift registers and data conversion circuits. Laboratory experience will consist of demonstrating digital logic functions on a simulator then implementing the actual digital circuit on an FPGA project board programmed in VHDL. Prerequisites: ELEC 127 or ELEC 128, ENGL 100 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 100. 4 Cr. (3 Lec. 3 Lab) Fall semesters.

ELEC233 Linear Integrated Circuits

An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC240 Computer Applications for Data Acquisition & Control

An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Occasionally.

ELEC244 Industrial Electronics with PLCs

This course is the study of industrial electronics as it relates to factory automation. It prepares the student to connect and troubleshoot the sensors and transducers used in modern manufacturing facilities. Emphasis is placed on the operating characteristics of the sensors and transducers and the electrical theory of how to connect them to automated controllers like a Programmable Logic Controller (PLC). The students will learn how to automate processes by writing control software such as Ladder Logic to operate the PLC. The inputs and outputs of the PLC will connected to, and operate, actual sensors and transducers in a lab environment. Prerequisites: ELEC 126 OR 128, ELEC 222 OR 224, prior completion or concurrent enrollment in MATH 122 or MATH 132. 4 Cr. (3 Lec, 3 Lab) Spring semesters.

EMERGENCY MEDICAL TECHNICIAN

EMT 220 Emergency Medical Technician

This course is designed to prepare students for New York State Emergency Medical Technician certification. Students successfully completing this course are able to take the New York State EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as treatment of medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 6 Cr. (4 Lec., 6 Lab.) Fall and spring semesters.

EMT 230 Advanced EMT I

The first in a two course series, this course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. There is a heavy focus on competency in medical and trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the use of emergency medications. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 231 Advanced EMT II

This course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. It is the second in a two course series. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. In this Course, there is a focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the delivery of advanced trauma life support. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification and enrollment in the previous semester Advanced EMT I course section. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

EMT 240 Advanced EMT - Critical Care I

This course is the first in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management using advanced life support techniques. In addition, the student participates in supervised hospital and field (ambulance) clinical experiences required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take EMT-Critical Care II. Prerequisites: Current NYS EMT Basic certification, EN or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollm MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Fall semester.

EMT 241 Advanced EMT - Critical Care II

This course is the second in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the AEMT Critical Care level. Prerequisites: Prior completion or concurrent enrollment in EMT 240 Critical Care I; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.) Spring semester.

ENGINEERING SCIENCE

ENSC137 Introduction to Engineering

Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.) Spring semester.

ENSC203 Electrical Science

DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ENSC204 Mechanics of Materials

The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC209 Engineering Mechanics: Statics

A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC212 Dynamics

A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH

ENGL098 Accelerated Writing Skills for ENGL 100

This course is designed as a writing workshop class supporting students who have placed into ENGL 099 but are also concurrently enrolled in ENGL 100. Students will develop the writing skills essential for success in ENGL 100, including writing about readings, essay structure, paragraph development, grammatical precision, and the essentials of punctuation. Students must receive at least a “C” grade to pass. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a non-credit course that may not be applied toward any degree or certificate program, but it may be counted towards a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Instructor permission required. Co-requisite: ENGL 100. 3 Equiv. Cr. (3 Lec.) Fall and spring semesters.

ENGL099 Foundations of Academic Writing

This course helps students develop essential academic writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of an essay is included. Students must receive at least a “C” grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

ENGL100 Academic Writing I

This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. ENGL 100 fulfills the SUNY General Education Basic Communication Requirement. Prerequisites: C or better grade in ENGL 099 or C or better grade in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101 Academic Writing II

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101H Academic Writing II – Honors

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102 Approaches to Literature

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102H Approaches to Literature-Honors

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL103 Report Writing

Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 100 with grade of C or better; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL105 Beginning Acting

Students experience the various techniques involved in acting using body, voice, movement and character development. Activities include improvisation and scene development, with emphasis on participation and in class exercises using the Stanislavsky System of actor training. Students maintain weekly character observation journals and write two short papers on the Stanislavsky System. ENGL 105 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr.. (3 Lec.) Occasionally.

ENGL108 Performance Poetry & the Spoken Word

In this creative writing course, students will learn techniques for presenting, reciting, and performing original work, with an emphasis on poetry. In class, students will examine various poetry performances while developing their own poetic voice and performance piece The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL135 Writing Workshop - Short Narrative Film

This course explores creative techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ENGL200 Screenwriting

This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, creative concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201 Fundamentals of Speech

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL204 Fundamentals of Interpersonal Communication

This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL205 American Literature I

This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period ENGL205 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206 American Literature II

This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. ENGL 206 fulfils the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL215 Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and/or Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL216 Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. Close analysis of appropriate texts and films, creative problem solving, organizational strategies, and story development are emphasized. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL218 Smart TV Cross-listed as SOCI 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL220 Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. ENGL 220 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL225 World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. ENGL 225 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL226 World Literature II

An analytical overview of the master works of world literature from the Age of Reason to the present. ENGL 226 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL227 Creative Writing Workshop

Incorporates experiments in imaginative expressions in short fiction and poetry, and strategies and techniques for writing and editing. In addition to class discussion, workshops, and personal conferences with the instructor, the course includes intensive reading of significant modern writers. ENGL 227 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL229 Introduction to Poetry

This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL233 Film Analysis

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL233H Film Analysis –Honors

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; permission of the instructor. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL235H Studies in Leadership – Honors

This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and the challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.) Occasionally.

ENGL237 Journalism

This course introduces students to current theory and practice with an emphasis on the development of writing competencies in the major journalistic modes. Objectivity, fairness, balance, ethics, and publication law are discussed. Writing assignments include news, sports, profiles, features, and editorials. Prerequisites: ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL245 Survey of British Literature I

A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. ENGL 245 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL246 Survey of British Literature II

The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. ENGL 246 fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL247 Beat Movement in American Literature

An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL248 Contemporary Women Writers Cross-listed as WGST 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENGL250 Field Studies in Literature

This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

ENGL255 Writing Television Drama & Comedy

This course explores the process of researching and writing drama and comedy for series television. After close analysis of appropriate texts and series episodes, students develop and write scenes for a current sitcom and a current drama. In addition, they complete a spec teleplay for a current drama or comedy series. ENGL 255 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL256 Playwriting

In this creative writing course, students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL257 Directing

Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL258 Creative Nonfiction

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL260 Creative Writing Portfolio

Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL261 Visiting Writer Series Workshop

This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (1 Lec.) Fall semester.

ENGL262 Writing Workshop – Poetry

In this creative writing workshop, students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL271 Writing Internship

This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.) Occasionally.

ENGL274 Marketing the Screenplay

Examines approaches screenwriters use to get their creative work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL275 Getting Published - Prose and Poetry

This course examines the approaches creative writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL280 English-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

ENGL285H Classic Epic in Transition - Honors Cross-listed as HUMN 285

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL298 Cinema Capstone Cross-listed as COMM 298 Cross-listed as COMM 298.

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

ENVIRONMENTAL STUDIES

ENVS101 Introduction to Environmental Science

Explores the biological dimensions of natural-resource management issues. A basic introduction to evolutionary and ecological principles help support discussions of topics such as human population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (2 Lec; 2 Lab.) Fall and spring semesters.

ENVS102 Technology and the Environment

Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 102 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Spring semester.

ENVS105 Environmental Ethics

At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS107 Economy, Society & Environment Cross-listed as POSC 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS108 Environmental Psychology Cross-listed as PSYC 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

ENVS110 Food Systems Seminar I: Dilemmas

The prevailing food system is unsustainable. From production systems that degrade the environment to distribution systems that are unjust, we need to make changes. This seminar course will explore the history of agriculture from when the first humans began settling to the current global industrial food system. Students will explore the events that led to the current status quo and examine its consequences. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall semester.

ENVS111 Food Systems Seminar II: Rebuilding the Food System

The prevailing food system is unsustainable. From production systems that degrade the environment to distribution systems that are unjust, we need to make changes. This seminar course will explore the social, environmental, and economic justifications for rebuilding the food system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing; 2 Cr. (2 Lec.) Spring semester.

ENVS112 Food Systems Seminar III: New Directions

Farmers, chefs, entrepreneurs, consumers and advocates all play a vital role in our food system. This seminar course explores some of the exciting movements toward an equitable, environmentally sustainable, and economically resilient food system. Various alternatives to the modern food distribution system and the role of stakeholders are examined. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing.
2 Cr. (2 Lec.) Fall semester.

ENVS115 Sustainable Farming I: Introduction to Soil Science

This course will explore the physical, chemical, biological, and ecological aspects of agricultural soils, and the techniques used in soil science and soil fertility management. Through hands-on farming experience and site visits to area farms, students will be immersed in the use of management techniques that apply key soil science concepts. Lab fee required. Prerequisite: Prior completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; Prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 4 Cr. (2 Lec., 6 Lab). Fall Semester.

ENVS140 Sustainable Farming II: Agroecology

This course will focus on understanding the ecological relationships and integrated farm management techniques involved in sustainable vegetable production. Students will take an ecological approach to developing and implementing a holistic farm plan, and will, through hands-on practical farm work and site visits to area farms, be immersed in the use of farm management techniques that apply key agroecology concepts. Lab fee required. Prerequisite: Prior Completion or concurrent enrollment in ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 4 cr. (2 Lec., 6 Lab.). Spring semester.

ENVS 201 Sustainable Farming III: Integrated Pest Management

This course will focus on entomology, plant pathology, and weed science, and on the application and integration of sustainable pest control strategies. Through hands-on practical crop production field work and site visits to area farms, students will be immersed in the use of farm management techniques that apply key integrated pest management concepts. Lab fee required. Prerequisites: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; MATH 090 if required by placement testing; RDNG 099 if required by placement testing.6 Cr. (3 Lec.,9 Lab.) Summer Semester.

ENVS 280 Environmental Science Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: instructor permission. 1-3 Cr. Occasionally.

ENVS285 Sustainable Farming and Food Systems Capstone

This is the final course in the Sustainable Farming & Food Systems program. Through both class time and hands-on practical experience, this course will tie-in all of the ideas, concepts and practical skills covered in previous field courses and Food Systems Seminars. Each student will complete a research or outreach project in his or her area of interest. Lab fee required. Prerequisite: ENGL 101; prior completion or concurrent enrollment in MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab) Fall semester.

ENVS295 Global Seminar Cross-listed as ANTH 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS295H Global Seminar-Honor Cross-listed as ANTH 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live video-conferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. ENVS/ANTH 295 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGLISH AS SECOND LANGUAGE

ESL 080 English as a Second Language – Basic

This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090A English as a Second Language – A

This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade.
4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090B English as a Second Language - B

This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095 English as a Second Language I

This course is designed for non-native speakers of English who are at an intermediate level in English. The course will help them refine their basic English language skills in listening, speaking, reading, and writing and introduce them to patterns of academic discourse in English. The instructional mode of this course is primarily class discussion and small group work. The class meets for six hours a week. Student must receive a C or better in order to take ESL 101. (6 Lec.) Fall and spring semesters.

ESL 095A English as a Second Language I/A

This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade.
4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095B ENGL as a Second Language I/B

This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 101 English as a Second Language I

This course is designed for non-native speakers of English who have good conversational English skills and wish to begin developing academic English language skills. Students in the course will work on improving listening, speaking, reading and writing skills using college level materials. They will begin to develop the language skills needed to undertake an academic program at an American college or university. Particular emphasis is placed on being able to write with good control of basic grammar. Substantial outside preparation and lab or online work are required. Students will need to pass a writing test at the end of this course in order to continue in their course work at TC3. Prerequisites: Completion of ESL 095B with a C or better grade, or appropriate score on the placement test. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 103 English as a Second Language II

This course is designed for non-native speakers of English who have excellent conversational skills in English, but who need to improve their academic English skills before entering a full program of study at a college or university. Students develop their skills in listening, speaking, reading, and writing skills using college level materials. Particular emphasis is placed on being able to complete basic academic writing such as the essays in different rhetorical modes. Substantial outside preparation and lab or online work are required. Prerequisites: Appropriate assessment test score or completion of ESL 101 with a grade of C or better. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 105 Conversation Connection

Supplementing the academic ESL courses, non-native English students learn about pronunciation issues and practice real-world language functions. Students analyze conventions of daily, informal speech in American culture, compare American conventions to those of their culture, and obtain significant practice in using those American conventions. The course is graded Pass/Fail. Prerequisites: Concurrent enrollment in ESL 095 or ESL 101 or ESL 103. 1 Cr. (1 Lec.) Fall and spring semesters.

FITNESS

FITN101 Swimming I

Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.) Fall semester.

FITN102 Swimming II

The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, and tuck and pike surface dives. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.) Spring semester.

FITN104 Racquetball, Handball & Squash

This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN106 Modern Dance

This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN108 Adult Recreation and Fitness

This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN109 Skiing and Snowboarding

Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN112 Water Safety Instruction

This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

FITN116 Tennis I

Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN118 Aerobic Dance

Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN119 Fly Fishing

This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety in a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN120 Archery I

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. . 1 Cr. (2 Lab.) Fall and spring semesters.

FITN121 Archery II

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. . 1 Cr. (2 Lab.) Fall and spring semesters.

FITN130 Varsity Athletics I

Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN140 Coed Sports

This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Summer semester.

FITN141 Coed Basketball

Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN142 Coed Sports After Fifty

This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN143 Coed Lacrosse

Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN145 Coed Soccer

Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN147 Coed Softball

Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN149 Coed Volleyball

Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN151 Coed Golf

Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN160 Backpacking Cross-listed as RECR 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN161 Mountain Biking Cross-listed as RECR 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN163 Teambuilding and Group Initiative Activities Cross-listed as RECR 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

FITN164 Snowshoeing Cross-listed as RECR 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN165 Canoeing Cross-listed as RECR 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN166 Cross Country Skiing Cross-listed as RECR 166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN 170 Hatha Yoga

This is an introduction to Hatha Yoga class for beginners, providing tools to reduce stress and focus the mind. This class will use yoga postures, breathing exercises, and meditation techniques. The class will also use readings, reflection, and discussion to examine the scientific and philosophical knowledge of yoga as a way to ease stress, strengthen the bone and muscle structures, lower blood pressure, increase flexibility and strength, improve mind functioning and sustain health. Each student will keep weekly reflection journal observations on the changes noticed throughout the semester. 1 Cr. (2 Lab). Fall and spring semesters.

FITN180 Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.) Occasionally.

FITN203 Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. Transportation is not furnished. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.) Spring semester.

FITN204 Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN205 Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN208 Weight Control

This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN213 Self Defense

An introductory level course in practical self defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN215 Aerobic Conditioning

This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN216 Lifeguard Training

Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. American Red Cross (or similar) certifications available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Fall and spring semesters.

FITN221 Snow Sports Instructor's Course

This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN230 Varsity Athletics II

This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN240 Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Occasionally.

FITN276 Outdoor Recreation Field Adventure Cross-listed as RECR276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FRENCH

FREN101 French I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 OR ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FREN102 French II

This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 OR ESL 103. 3 Cr. (3 Lec.) Spring semester.

FREN201 Intermediate French I

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FREN202 Intermediate French II

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FRESHMAN SEMINAR

FSS 110 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

FSS 115 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FSS 118 Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 131 Self and World

Welcome students! If you are taking this course, you're a first semester student in the Liberal Arts and Sciences - General Studies, Exploratory degree program. That means that college is new to you, and you're not sure what you want to study or what your career aim is. This class will help you 1) create strong relationships with your teachers and peers; 2) figure out how to "do college" successfully; 3) discover how to apply your experiences, interests, and strengths to your learning; and 4) explore academic majors and career possibilities that match your interests. Unlike many classes you have taken in the past, where your job was to learn the "material" the teacher taught this class is about learning from your own and your classmates' experiences. You will be thinking deeply, reading actively, and writing a lot, but what you think, read, and write about will be relevant to you. You'll work hard, and you'll have fun. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 132 Freshman Seminar - Environmental Studies

This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 137 Freshman Seminar-New Media

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.
1 Cr. (1 Lec.) Fall semester.

FSS 138 Freshman Seminar – Math/Science

This is a required first semester course for students in the Liberal Arts and Sciences Math/Science A.S. degree program. Students will be given instruction in support services (faculty suites, secretaries, counseling, labs, etc.) and online instruction for Blackboard courses and creating schedules. Students are introduced to the Liberal Arts and Sciences Math/Science program, career options and transfer options in math, biology, chemistry, and physics. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing.
1 Cr. (1 Lec.) Fall semester.

FSS 160 Freshman Seminar - Communication and Media Arts

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 175 Freshman Seminar - Sport Management

This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

GEOGRAPHY

GEOG120 World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

GEOLOGY

GEOL101 Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

GEOL125 Biology and Earth Science for Teachers Cross-listed as BIOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

GERMAN

GERM101 Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

GERM102 Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.). Spring semester.

HEALTH

HLTH104 Medical Terminology Cross-listed as NURS 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH126 Health and Fitness

Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HLTH135 Therapeutic Touch: Massage Techniques Cross-listed as NURS 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

HLTH205 First Aid and Safety Education

This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH206 Personal Health

Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH207 Drug Studies

This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH208 Alcohol and Alcoholism

A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH210 Consumer Health Issues

This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HLTH215 World Health Problems

The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability , , sanitation, malnutrition, mental health and addiction, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HLTH216 International Health On-Site - Study Abroad

A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Offered December-January and occasionally other vacation periods. Fall semester.

HISTORY

HSTY101 Development of the Western Tradition I

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY102 Development of the Western Tradition II - Honors

This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY110 World History to 1500

This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY111 World History Since 1500

This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201 American History to 1877

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201H American History to 1877 – Honors

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202 American History Since 1877

This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202H American History Since 1877 – Honors

This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY215 History of Latin America

This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY225 African American History

This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY230 History of Ireland - Study Abroad Cross-listed as POSC 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

HSTY233 Women in U.S. History Cross-listed as WGST 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY235 Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be We will focus upon the tangled relationship between church and state, the evolving lives of common people, and the development of systems of law, the economy and government. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 235 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY245 Topics in Modern Asia Cross-listed as POSC 245

This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods. Occasionally.

HSTY252 Native American History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY255 Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. HSTY 255 fulfils the SUNY General Education American History requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

HSTY260 Topics in Modern Latin America Cross-listed as POSC 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY280 History - Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

HSTY290 Social Science Capstone Course Cross-listed as ANTH 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Occasionally.

HOTEL AND RESTAURANT MANAGEMENT

HRMG100 Introduction to the Hospitality Industry

A study of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization as well as employment and industry statistics. Areas covered include hotels, restaurants, resorts, emerging food and beverage production operations, casinos, meeting planning, cruise lines and travel and tourism organizations. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG101 Food Service and Preparation

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HRMG102 Food Service and Preparation II

This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Occasionally.

HRMG103 Rooms Division Management

This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through lecture, discussion, property tours, and industry case study students gain an understanding of the various areas of the various lodging operations within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG105 Food Sanitation & Safety

The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG107 Safe Alcohol Handling

The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG201 Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG205 Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG206 Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG213 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.) Fall, spring, and summer semesters.

HRMG216 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.) Fall, spring, and summer semesters.

HRMG218 International Hospitality Experience-Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in prior coursework. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school Dual/Concurrent Enrollment credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens. 3-12 Cr. (9 -36 Lab.) Occasionally.

HRMG220 International Culture & Cuisine - Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.) Spring semester.

HUMAN SERVICES

HUMS104 Introduction to Corrections Cross-listed as CRJU 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS105 Introduction to Human Services

The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS111 Introduction to Gerontology

This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS114 The Process of Group Communication

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS125 Introduction to Early Childhood Education Cross-listed as ECHD 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. The NYS (New York State) Common Core standards will be discussed. Students will be required to spend 20 hours of observation and participation in an early childhood setting throughout the semester. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS128 The Family: Strength-Based Intervention

A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS200 Generalist Social Work Practice Skills

This course is designed to orient students to the knowledge, values, and skills utilized in generalist social work practice. This course utilizes an array of perspectives including ecological, strengths based, and systems perspectives. This course introduces students to ethics, the helping relationship, cultural competency, professional role expectations and phases of practice. Utilizing a problem solving approach, students practice observation, reflective listening, communication, interviewing, and assessment through experiential exercises. Prerequisites: HUMS 105; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. C or better is required for students in Human Services programs. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS206 Juvenile Delinquency Cross-listed as SOCI 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

HUMS212 Community Corrections Cross-listed as CRJU 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in

ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS218 Home and Community Based Services for Older Persons

This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HUMS225 Early Childhood Curriculum Development Cross-listed as ECHD 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended.
3 Cr. (3 Lec.) Fall and spring semesters.

HUMS229 Applied Methods in Human Services

This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110 OR HUMS 200; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS 232 Human Services Internship and Seminar

This course is intended to provide students with a practical experience in a community human services agency. Students enter the internship as volunteers or trainees, and are subject to all legal, ethical, and professional standards required of designated agency staff. A minimum of 135 hours of work experience per semester (10 hrs. per week in a 15 week semester), and 1 hour of seminar per week. Students review fundamental principles of practice in their internship, and are provided with opportunities to discuss varying topics in seminar. Prerequisites: Written permission from Program Chair is required; HUMS 200; ENGL 101. C or better is required for students in Human Services Programs. 4 Cr. (1 Lec., 9 Lab). Fall and spring semesters.

HUMANITIES

HUMN232 Introduction to World Religions

An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. HUMN 232 fulfills the SUNY General Education Other World Civilizations and Humanities requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMN285H Classic Epic in Translation - Honors Cross-listed as ENGL 285H

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

INFORMATION RESOURCE MANAGEMENT

IRM 101 Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.) Fall semester.

INTERNATIONAL EDUCATION

IED 160 International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of appropriate courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab.) Occasionally.

IED 260 Culture Survey for Study Abroad Cross-listed as ANTH 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain , Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission

of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

ITALIAN

ITAL101 Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ITAL102 Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MATHEMATICS

MATH090 Pre-Algebra

This course is designed for students who need to review certain mathematical skills in pre-algebra, including operations with negative numbers, fractions, decimals, and percents; introduction to geometry, algebra, probability and statistics; estimation, approximation, and mathematical notation. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. This course is conducted without a calculator. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH095 Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, algebraic operations (distribution, addition of like terms, evaluation of algebraic expressions), linear equations and inequalities with applications, coordinate graphing, linear graphing and equations of lines, exponents, operations with polynomials, factoring, solving higher degree equations by factoring, and solving quadratics by factoring, graphing, and using the quadratic formula. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099, or in ESL 101, if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH100 Intermediate Algebra

This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH109 Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH110 Topics in Mathematics

This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

MATH113 Mathematics for Elementary School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. No calculator use is allowed during class or on tests. Prerequisites: C or better grade in MATH 100 if required by placement testing; RDNG 116 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH115 Mathematics for Elementary School Teachers II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH122 Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

MATH132 College Algebra and Trigonometry

This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH135 Pre-Calculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH181 Discrete Mathematics

This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, functions and relations, logic, methods of proof, induction and recursion, number theory, counting methods and discrete probability, graph theory, trees, and finite state automata. MATH 181 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

MATH200 Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH201 Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH202 Calculus II

This course is a continuation of Calculus I. Topics include: slope fields, applications of separable differential equations, area between two curves, volumes of revolution, arc-length, work, advanced integration techniques (parts, trig integrals, trig substitution, and partial fractions), L'Hopital's Rule, improper integrals, infinite series, parametric equations, and polar coordinates. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. MATH 202 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH203 Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes and surfaces in space, cylindrical and spherical coordinates, differentiation and integration of vector-valued functions, tangent vectors and normal vectors, partial derivatives, directional derivatives and gradients, tangent planes and normal lines, multiple integrals, multiple integrals in cylindrical and spherical coordinates, line integrals, conservative vector fields and independence of path, Green's theorem, surface integrals, divergence theorem, flux, and Stoke's theorem. MATH 203 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.) Fall semester.

MATH206 Differential Equations

An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. MATH 206 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

MATH208 Linear Algebra

This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.) Occasionally.

METEROROLOGY

METR101 Introductory Meteorology

A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

MUSIC

MUSI101 Music Appreciation

This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI103 College Community Chorus

Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

MUSI108 Music Theory I

This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MUSI109 Music Theory II

A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MUSI115 Small Ensemble-Recorder

This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI117 Applied Music-Piano

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI118 Applied Music-Guitar

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI120 Applied Music-Voice

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI127 Applied Music-Piano

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI128 Applied Music-Guitar

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI130 Applied Music-Voice

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

NURSING

NURS102 New York State Coalition: PN to RN Transition

Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Offered exclusively in an online format. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

NURS104 Medical Terminology Cross-listed as HLTH 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

NURS110 Fundamentals of Nursing

The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.) Fall semester.

NURS120 Critical Thinking in Medical Surgical Nursing

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.) Spring semester.

NURS135 Therapeutic Touch: Massage Techniques Cross-listed as HLTH 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall and spring semesters.

NURS200 Simulation in Nursing

This is a web enhanced and experiential learning course which explores the role of the nurse, appropriate nursing skills, critical thinking, ethical decision making, clear communication skills, team collaboration, delegation, cultural sensitivity/awareness, and professionalism in a safe environment using high fidelity simulation. Real life clinical reasoning scenarios, instructioning, reflective learning, and debriefing are course components. Through the application of multiple levels of patient case scenarios and simulations, integration of quality and safety in patient care is demonstrated through the utilization of nursing and scientific knowledge related to diseases processes including effects on the pathopysiology of the patient. Students are administered sequential decision making events within an environment that mimics a clinical setting. Student simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional registered nurse. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL132; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., .5 Lab) Spring semester.

NURS208 The Art and Science of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS208H The Art and Science of Nursing Across the Lifespan - Honors

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS225 Professional Practice and Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring semester.

NURS225H Professional Practices & Complex Nursing Care – Honors

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. Prerequisite: All courses required in the first 3 semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 12 Lab.) Spring semester.

NURS232 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; 2 Cr. (6 Lab.) Fall and spring semesters.

NURS233 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; 3 Cr. (9 Lab.) Fall and spring semesters.

NURS241 Pharmacology for Nurses and Allied Health Professionals

This is a comprehensive pharmacology course which explores the basic principles of pharmacology, the legal and ethical foundations of safe medication administration, the role of the nurse in medication administration, lifespan considerations, and the major classifications of medication, including therapeutic actions and uses, clinical significance, nursing implications, adverse effects, and client and family teaching. Prerequisites: NURS 110, BIOL 131, and ENGL 101; prior completion or concurrent enrollment in NURS 120 and BIOL 132. 3 Cr. (3 Lec.) Fall and spring semesters.

OFFICE MANAGEMENT AND ADMINISTRATION

OFFC101 College Keyboarding and Document Processing

Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing.
3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC110 Word Processing for Computers Using Microsoft Word

Students are prepared in using the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 4 Cr. (3 Lec.,3 Lab.). Occasionally.

OFFC203 Administrative/Automated Office Procedures

Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

OFFC211 Intermediate College Keyboarding & Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC221 Advanced College Keyboarding and Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.). Occasionally.

OFFC230 Office Management and Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.). Occasionally.

PARALEGAL

PARA101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA213 Constitutional Law Cross-listed as POSC 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA213H Constitutional Law – Honors

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) . Occasionally.

PARA215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA216 Legal Aspects of Evidence Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARA220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall and spring semesters.

PARA225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Fall semester.

PARA226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARA230 Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.). Fall and spring semesters.

PARA231 Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major .
3 Cr. (3 Lec.). Fall and spring semesters.

PARC130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC213 Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisites: Paralegal Studies certificate major; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

PARC215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC216 Legal Aspects of Evidence Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARC220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall and spring semesters.

PARC225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.). Fall semester.

PARC226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.). Occasionally.

PARC230 Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.). Fall and spring semesters.

PARC231 Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.). Fall and spring semesters.

PHILOSOPHY

PHIL101 Introduction to Philosophy

A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL201 Contemporary Moral Issues

An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHYSICS

PHSC104 General Physics I

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC105 General Physics II

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 105 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC211 Physics I (Mechanics and Heat)

This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

PHSC212 Physics II (Electricity and Magnetism)

This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. PHSC 212 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.). Fall semester.

PHSC213 Physics III (Waves, Optics and Modern Physics)

This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. PHSC 213 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.). Spring semester.

POLITICAL SCIENCE

POSC103 American National Government

An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC104 American State and Local Government

This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

POSC107 Economy, Society & Environment Cross-listed as ENVS 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Spring semester.

POSC112 Public Administration

An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC213 Constitutional Law Cross-listed as PARA 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

POSC225 Comparative Politics

This course introduces students to various nation-states of the world and compares governmental development, political history and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC230 History of Ireland Cross-listed as HSTY 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.). Fall semester.

POSC245 Topics in Modern Asia Cross-listed as HSTY 245

This travel course introduces students to the modern culture, history and politics of Asia. Instructors select a nation to survey, for example Indonesia, India, Cambodia, South Korea, or Vietnam etc. Students travel to the designated country as a group, and gain practical experience in the modern cultural historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 245 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC260 Topics in Modern Latin America Cross-listed as HSTY 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

PSYCHOLOGICAL EDUCATION

PSED 160 Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.). Fall and spring semesters.

PSED213 Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best “market” themselves in today’s job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisite: ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

PSYCHOLOGY

PSYC101 Psychology of Personal Growth

An applied psychology course providing opportunities for students to learn about and examine their own personal growth. PSYC 101 fulfills the SUNY General Education Social Science requirement. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec). Fall and spring semesters.

PSYC103 Introduction to Psychology

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC103H Introduction to Psychology - Honors

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC108 Environmental Psychology Cross-listed as ENVS 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PSYC200 Theories of Personality

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC200H Theories of Personality-Honors

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC201 Social Psychology

A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. PSYC 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC205 Childhood Psychology

The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. PSYC 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC207 Adolescent Psychology

Physical, cognitive, and social-emotional development of the adolescent (age 12 through 17) and emerging adult (age 18-20) are studied from multiple psychological and developmental perspectives. Emphasis is placed on normative experiences, cultural differences, as well as problems adolescents and emerging adults face as they mature in today's rapidly changing society. Methods of research in the field and concepts such as intellectual development, identity formation, moral development, gender roles, gender and sexual development, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC208 Adult Psychology

Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. PSYC 208 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209 Abnormal Psychology

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. PSYC 209 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.
3 Cr. (3 Lec.). Fall and spring semesters.

PSYC209H Abnormal Psychology-Honors

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC216 Introduction to Experimental Psychology

An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.). Occasionally.

PSYC218 Educational Psychology

An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. PSYC 218 fulfills the SUNY General Education Social Science requirement. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.). Fall and spring semesters.

PSYC263 Development Across the Lifespan

This course will examine human development across the lifespan. Focus will be on physical, cognitive, psychosocial aspects of development as a life-long process. Special attention will be given to the major themes, theories, research findings and debates in the field. The impact of ethnic, gender, and cultural factors on development will be examined. PSYC 263 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Completion of RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC290 Social Science Capstone Course Cross-listed as ANTH 290 or HSTY 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.). Fall and spring semesters.

READING

RDNG099 Active Literacy

This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.). Fall and spring semesters.

RDNG116 College Reading and Study Skills

This course is designed to help students develop a variety of effective college-level reading and studying strategies. Emphasis is placed on students understanding and applying key memory principles, basic learning processes, and fundamental metacognitive strategies. Course topics include reading textbooks and other college-level material, taking text and classroom notes, preparing for and taking tests, and managing time and keeping organized. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

RECREATION LEADERSHIP/OUTDOOR EDUCATION

RECR110 Introduction to Recreation

This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RECR120 Leadership in Recreation

Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

RECR150 Play Across Cultures Cross-listed as SOCE 150

Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR160 Backpacking Cross-listed as FITN 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Fall and spring semesters.

RECR161 Mountain Biking Cross-listed as FITN 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall semester.

RECR163 Teambuilding and Group Initiative Activities Cross-listed as FITN 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Cr-Lab.). Fall semester.

RECR164 Snowshoeing Cross-listed as FITN 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR165 Canoeing Cross-listed as FITN 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.). Spring semester.

RECR166 Cross Country Skiing Cross-listed as FITN166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

RECR201 Introduction to Therapeutic Recreation

A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices and procedures of therapeutic recreation. Students examine the role of therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: ENGL100. 3 Cr. (3 Lec.) Spring semester.

RECR210 Diversity and Inclusion in Recreation

This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

RECR215 Recreation and the Expressive Arts

This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students will develop an understanding of art's main concerns, function and purpose while examining the various fundamentals of art. Students will develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. Students will learn basic skills to develop and organize programs that incorporate expressive arts in a variety of recreational settings. A combination of lectures, studios, assignments and field trips are utilized. RECR 215 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. Additional Activity Fee Required. 3 Cr. (2 Lec., 2 Lab). Fall semester.

RECR220 Programming in Recreation and Leisure

A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Spring semester.

RECR230 Personal Training & Aerobic Leadership

Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.). Fall semester.

RECR232 Exercise Physiology Cross-listed as BIOL232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.). Spring semester.

RECR260 Camp Counseling and Outdoor Education

This course, which includes field experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR274 Outdoor Recreation Pursuits

Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade.
3 Cr. (3 Lec.). Fall semester.

RECR276 Outdoor Recreation Field Adventure Cross-listed as FITN 276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.). Spring semester.

RECR284 Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in
ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.). Fall and spring semesters.

RECR285 Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.). Fall and spring semesters.

RUSN101 Russian I

This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

RUSN102 Russian II

This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.) Spring semester.

RUSN280

Designed for students who wish to continue Russian studies, current and useful vocabulary with functionally based grammar explanations are emphasized. Students will further develop basic reading, listening and communication skills. Prerequisite: RUSN 102. 3 Cr. (3 Lec.) Occasionally.

SOCIAL SCIENCE

SOCE131 Introduction to Men's Studies Cross-listed as WGST 130.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

SOCE150 Play Across Cultures Cross-listed as RECR 150

Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE200 Baseball in American Culture

Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Summer semester.

SOCE201 Human Sexuality

The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. SOCE 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.). Fall and spring semesters.

SOCE205 Organizational Behavior

Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. SOCE 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.). Occasionally.

SOCE258 Creative Nonfiction Cross listed as ENGL258

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).
Spring semester.

SOCIOLOGY

SOCI101 Introduction to Sociology

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).
Fall and spring semesters.

SOCI101H Introduction to Sociology – Honors

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.). Fall and spring semesters.

SOCI201 Sociology of the Family

This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. SOCI 201 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.3 Cr. (3 Lec.) Spring semester.

SOCI203 Race and Ethnicity in American Society

This course introduces students to the sociological study of race and ethnicity. Emphasis is placed on examining both the social construction of race and ethnicity and the particular experiences of various racial groups in the United States. While the course focuses on race and ethnicity in the United States, it seeks to compare and contrast the U.S. experience of race and ethnicity with other nations and countries across the globe. Topics include, but are not limited to, historical and contemporary racial formation and classification schemes; formations of racial and ethnic identities; and the political, geographic, cultural, and economic implications of racial and ethnic segregations. SOCI 203 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

SOCI205 Contemporary Social Problems

A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. SOCI 205 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI206 Juvenile Delinquency Cross-listed as HUMS 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. SOCI 206 fulfills the SUNY General Education Social Science requirement. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.).
Spring semester.

SOCI207 Introduction to Criminology

Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. SOCI 207 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Fall semester.

SOCI218 Smart TV Cross-listed as ENGL 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.). Fall semester.

SOCI220 Development Anthropology in a Globalizing World Cross-listed as ANTH 220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.). Fall semester.

SOCI228 Sociology of Popular Culture

This course uses sociology in order to gain an understanding of the role that media and popular culture play in the larger society as well as within our own lives. Students gain an overview of the sociology of media and popular culture and explore more focused topics in the area, including the creation of identities, fads, advertising, the establishment of "decency" and social norms, and the impact of the news media. Prerequisite: SOCI 101; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SOCI280 Independent Study-Sociology

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr. Occasionally.

SOCI290 Social Science Capstone Course Cross-listed as ANTH 290/HSTY 290/PSYC 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI295 Foundations of Education Cross-listed as EDUC 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Spring semester.

SPANISH

SPAN100 Occupational Spanish

Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SPAN101 Beginning Spanish I

Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. Two hours a week of laboratory activities reinforce the skills learned in the classroom sessions. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

SPAN102 Beginning Spanish II

Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and past indicative tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Spring semester.

SPAN201 Intermediate Spanish I

This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. An honors section is offered. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

SPAN202 Intermediate Spanish II

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.). Occasionally.

SPAN280 Hispanic Literature and Culture I

Structured around advanced conversation and composition, oral and written analysis of the literature and culture of Spain and Latin America are studied. Students will be introduced to the literature of important Latin American and Spanish authors and will learn to write critical reaction papers. Prerequisite: SPAN 202. 3 Cr. (3 Lec.) Occasionally.

SPAN281 Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. Prerequisites: SPAN 280; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

SPORT MANAGEMENT

SPMT150 Foundations of Sport Management

Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SPMT190 Event Practicum I

This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Corequisite: SPMT 150. Prerequisites: MATH 090 and RDNG 116 if required by placement testing.
1 Cr. (1 Lec.) Fall and spring semesters.

SPMT195 Event Practicum II

Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the fall and spring semesters. Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT255 Sport Event Management

Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT260 Sport Media Management

This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT270 Sport Facilities/Venue Management

The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101.3 Cr. (3 Lec.) Spring semester.

WEB DESIGN

WD 155 Extensible Markup Language Cross-listed as CAPS 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks). Fall and spring semesters.

WD 157 Web & Mobile Design

An introduction to the development of Web pages for the Internet including mobile devices. Topics include device independent HTML5, CSS3, and JavaScript including content-specific elements, links, multimedia, 2D/3D graphics, and JavaScript. This course is designed for the student who would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her Web pages, and to enhance his/her ability to create practical and compelling device independent Web sites. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab, 15 weeks) Occasionally.

WD 220 PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.). Fall semester.

WD 256 Web & Mobile Design Solutions

This course provides an opportunity for students with advanced web and mobile design skills to further strengthen and apply their web and mobile proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web and mobile design, implementation, and problem resolution. Prerequisites: WD 157; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Occasionally.

WINE MARKETING

WINE120 Survey of Wine and Alcoholic Beverages

This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in HRMG 107, ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

WINE130 Grape Growing and Wine Business

This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Additional fee required. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE200 Sensory Evaluation for Wine and Food Pairing

This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

WINE202 Beverage Studies

This course is a study of a range of both alcoholic and non-alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WINE213 Wine Marketing Internship

Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101, PSED 213; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.) Summer semester.

WINE220 Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Additional fee required. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WOMEN & GENDER STUDIES

WGST100 Perspectives on Women - An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Occasionally.

WGST120 Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

WGST125 Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

WGST130 Introduction to Men's Studies Cross-listed as SOCE 131

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST200 Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.). Occasionally.

WGST225 Women & Gender Studies Internship

The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.) Occasionally.

WGST233 Women in U.S. History Cross-listed as HSTY 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST248 Contemporary Women Writers Cross-listed as ENGL 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. WGST 248 fulfills the SUNY GEN ED Humaities requirement. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST280 Women & Gender Studies-Independent Study

This is an advanced course of study enabling the student to conduct in-depth research on an aspect of interest in the field of Women and Gender Studies based on a mutual agreement between the student and faculty member. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.). Occasionally. ACAD100 Introduction to the College Experience Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

2014-15 Tompkins Cortland Community College
Course Descriptions

Current course descriptions are available online through the TC3 Catalog. This document is to be used in conjunction with the archived 2014-15 TC3 Online Catalog. All online catalogs, both current and archived, access only current course descriptions.

August 7, 2014

ACADEMIC SUCCESS

ACAD100 Introduction to the College Experience
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

ACAD150 College Success Seminar
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ACAD175 Academic Success - Continuing Students
Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behavior for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Grading is Pass/Fail. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

ACCOUNTING

ACCT101 Principles of Accounting
Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing.
4 Cr. (4 Lec.)

ACCT102 Principles of Accounting II
This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT120 Accounting on Microcomputers

Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ACCT203 Intermediate Accounting

Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT204 Intermediate Accounting II

This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT205 Cost Accounting

Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100.
4 Cr. (4 Lec.)

ACCT207 Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.)

ACCT280 Independent Study-Accounting

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisites: ENGL 101 and instructor permission. 1-3 Cr.

ANTHROPOLOGY

ANTH201 Introduction to Anthropology

Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological Anthropology (physical, primates, and genetics), Archaeology (Ancient Civilizations), Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology that investigates the effect of globalization on living cultures may also be explored. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ANTH202 Cultural Anthropology

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. This course is designed to broaden one's worldview of people living in various cultures. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students will also conduct interviews and observation and research a specific culture of their choice. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.).

ANTH202H Cultural Anthropology – Honors

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; instructor permission. 3 Cr. (3 Lec.)

ANTH220 Development Anthropology in a Globalizing World Cross-listed as SOCI 220

This course prepares students for citizenship in a global society by focusing on the challenges of Globalization and development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how might western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.).

ANTH260 Culture Survey for Study Abroad Cross-listed as IED 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, as well as other regions of the world. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Co-requisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.)

ANTH274 Archaeology Field School - Cayuga Nation

This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m. - 5:00 p.m.)on a local excavation "dig" site for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.).

ANTH290 Social Science Capstone Course Cross-listed as HSTY 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

ANTH295 Global Seminar Cross-listed as ENVS 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing, permission of the instructor. 3 Cr. (3 Lec.)

ANTH295H Global Seminar Honors Cross-listed as ENVS 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ARABIC

ARAB 101 Arabic I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Arabic. Cultural aspects of the Arabic-speaking world are covered. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

ARAB 102 Arabic II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in ARAB 101, students continue to learn the essentials of Arabic grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ARAB 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ART

ART 101 History and Appreciation of Art I

A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ART 102 History and Appreciation of Art II

Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ART 104 History of Photography and Video

Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

ART 106 Introduction to Photojournalism

This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 109 Graphic Design

An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 110 Design I

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 111 Photography I

Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 112 Photography II

A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to medium and large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the Photography Department and the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 114 Design II

Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 115 Painting I

Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 116 Painting II

A continuation of Painting I, this course emphasizes the creative use of acrylics and oils. Composition, form, and texture will be taught, as well as exploration by students of various mixed media. Prerequisites: ART 115; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.).

ART 117 Visual Design for Electronic Media

Basic visual vocabulary of two-dimensional design for the electronic environment is introduced. The course provides experience in applying design concepts on the computer. Topics include principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.)

ART 120 Drawing I

Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 122 Drawing II

By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 130 Ceramics

This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, demonstration of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 180 Typography

Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

ART 200 Illustration

An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

ART 212 Digital Photography

This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available from the Photography Department to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 213 Dynamic Media I

This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117, ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 214 Dynamic Media II

This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 222 Advanced Digital Photography

This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 233 Animation

This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

ART 254 Advanced Interactive Media Authoring

Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 260 Portfolio Preparation - Graphic Design

ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 261 Portfolio Preparation - New Media

ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 262 Portfolio Preparation – Photography

ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, writing cover letters, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 270 Computer Graphics I

This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 271 Computer Graphics II

This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 276 Independent Art Studio – Ceramics

This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission.
3 Cr. (1 Lec., 6 Lab.)

ART 280 Independent Art Studio – Design

An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 282 Independent Art Studio – Drawing

An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 284 Independent Art Studio - Graphic Design

An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 288 Independent Art Studio – Painting

An advanced course of study in painting developed through an agreement between the faculty member and the student. The student must demonstrate competence in painting by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 290 Independent Art Studio - Photography

An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 298 Independent Art Studio - Media Arts

An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ASTRONOMY

ASTR101 Introductory Astronomy

A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

BIOLOGY

BIOL100 Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

BIOL101 Principles of Biology I

BIOL 101 presents an overview of major biological principles. Topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

BIOL102 Principles of Biology II

BIOL 102 presents an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Completion of BIOL101 is not required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. This course has no BIOL prerequisite. 3 Cr. (2 Lec., 2 Lab.)

BIOL104 General Biology I

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL105 General Biology II

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL112 Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

BIOL114 Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

BIOL115 Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

BIOL116 Tropical Field Natural History

This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education requirement in Natural Sciences. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.)

BIOL125 Biology and Earth Science for Teachers Cross-listed as GEOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL131 Principles of Human Anatomy and Physiology I

Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or a C or better in BIOL 104 or or a C or better CHEM 101 and BIOL 101. Prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL132 Principles of Human Anatomy and Physiology II

Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. Prerequisites: a C or better in BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL201 Human Anatomy and Physiology I

The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL202 Human Anatomy and Physiology II

The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL205 General Genetics

Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BIOL206 Molecular Genetic Techniques

This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating expression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.)

BIOL211 Ecology

An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. BIOL 211 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; MATH 100. 4 Cr. (3 Lec., 3 Lab.).

BIOL216 General Microbiology

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.)

BIOL220 Cell Biology I

Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BIOL221 Cell Culture Techniques

Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.)

BIOL232 Exercise Physiology Cross-listed as RECR232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

BIOL280 Biology-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

BIOTECHNOLOGY

BIOT101 Introduction to Biotechnology

A survey course for students enrolled in the Biotechnology degree and certificate programs. Career opportunities in biotechnology (modern biology) are discussed. Students map their educational paths to their career objectives. Issues related to intellectual property rights, bioentrepeneurship, regulations in biomanufacturing, and bioethics are covered. Employability (soft) skills, including group work and presentation, are developed. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103; prior completion or concurrent enrollment MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

BIOT295 Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 132 or higher; BIOL 206 or 221; two 200 level biology courses selected from other than BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 lab)

BUSINESS ADMINISTRATION

BUAD103 Entrepreneurship I

Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resource skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

BUAD104 Business Mathematics

Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

BUAD106 Foundations of Business

Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

BUAD108 Sales and Sales Management

Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD109 Personal Money Management

This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

BUAD111 International Business

Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

BUAD201 Business Law I

Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD202 Business Law II

This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD203 Business Communications

Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD204 Principles of Marketing

Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.)

BUAD207 Entrepreneurship II

Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered in on-line class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD208 Principles of Management

Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD211 Marketing Applications

Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD212 Quality Customer Service

This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD215 International Marketing

Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD217 Fundamentals of Exporting

This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing.3 Cr. (3 Lec.) BUAD219 Human Resource Management. This course is an introduction to the field of human resource management in the public and private sec-

tors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD220 Principles of Bank Operations

The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222 Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD261 Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to www.wdwcollegeprogram.com. Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr.

BUAD264 Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.)

BUAD290 Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CHEMICAL DEPENDENCY COUNSELING

CDSC101 Introduction to Chemical Dependency Counseling

This course is designed to provide an introduction to clinical interviewing and substance abuse counseling. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. Students gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. A C or better grade is required to progress to 200-level CDSC courses. 3 Cr. (3 Lec.)

CDSC200 Chemical Dependency Field Work

This course is the first of two semesters of field placement and practicum in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 101 with a C or better grade;

ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better to successfully complete this course. 4 Cr. (1 Lec., 9 Lab.)

CDSC201 Counseling Theories & Interventions I

This is the second theory course in the Chemical Dependency degree and certificate programs. An in-depth analysis of the basis and application of chemical dependency counseling theory with an emphasis on individual counseling is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: Prior completion with a grade of C or better or concurrent enrollment in CDSC 101; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CDSC220 Chemical Dependency Field Work II

The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Program Chair permission is required; CDSC 200 with a C or better grade; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. Students must meet in person or consult via phone, or email with the Program Chair, and obtain written permission by May 15th for fall semester field placements, or November 15th for spring semester field placements. Students must receive a C or better grade to successfully complete this course. 4 Cr. (1 Lec., 9 Lab.)

CDSC225 Counseling Theories & Interventions II

This is the third theory course in the Chemical Dependency degree and certificate programs . The first part of the course is devoted to group theory and interventions with chemically dependent individuals. The second part of the course focuses on the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives, and empirically supported approaches are reviewed. Techniques for assessment, treatment and care coordination are discussed. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.)

CHEMISTRY

CHEM101 Principles of Chemistry I

This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM102 Principles of Chemistry II

This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM107 General Chemistry I

This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, phase changes, and thermochemistry. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 100 and college prep chemistry with a minimum NYS Regents Exam grade of 80%; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM108 General Chemistry II

This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, and kinetics. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Laboratory experiments are hands-on, wet-lab, performed in a traditional chemistry lab under supervision of a chemistry professor. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM205 Organic Chemistry I

This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, (NMR, MS, IR, UV.) cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. Prerequisites: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

CHEM206 Organic Chemistry II

following topics will be covered: general synthesis, reaction and reaction mechanisms of major organic functional groups: alcohols, ethers, carbonyl compounds [aldehydes, ketones, carboxylic acids and their derivatives, beta di keto compounds, amino compounds, heterocyclic aromatic compounds, and various biological compounds. In addition, Aromatic compounds, the rule of aromaticity and the preparation, reaction, and reaction mechanism of Electrophilic Substitution and Nucleophilic addition. Emphasis will be placed on reaction mechanisms and a survey of biological macromolecules. Brief details about the structure of Carbohydrates, Proteins, Lipids, and Nucleic acids. In addition, of DNA and RNA Sequences, and the Polymerase Chain Reaction (PCR). Prerequisites: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

CHEM280 Chemistry – Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission.

CHINESE

CHIN101 Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CHIN102 Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

COMMUNICATION & MEDIA ARTS

COMM100 Creating Online Media

This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

COMM101 Mass Media

A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

COMM110 Aesthetics/Techniques of Video and Film Editing

This course provides students with an increased capacity to articulate concepts and ideas pertaining to production situations using visual media. Commonly used compositional structures are analyzed through classical films, works of art, and contemporary photojournalism. Other visual elements discussed include body language, as well as gender and cultural considerations. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing.
1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM111 Foundations of Digital Editing

Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM112 Foundations of Motion Graphics

This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM115 Introduction to Digital Video

This is a basic, practical, hands-on introduction to the creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

COMM120 Broadcast Operations

This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM140 Introduction to Field Production

A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM145 DVD Authoring

DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160 Broadcast Journalism

This is an intensive seminar on broadcast news gathering with practical emphasis on news writing and reporting for radio and television. Topics include ENG (electronic news gathering) and broadcast news style and theory. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

COMM170 Broadcast Copywriting

This is a second-level writing course intended to teach students to write creative radio and television commercials. Correct grammar, structure, and style are important factors in student success. In-class writing assignments are a significant part of the learning experience. Those, as well as homework assignments, are read aloud in class and critiqued on the spot. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

COMM210 Production and Direction

An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM220 Radio Production

This course focuses on the techniques of radio production with emphasis on the use of equipment in the broadcast situation, as well as the general operation of a radio station. Announcing, editing, mixing, and remote production are covered. Substantial outside preparation is required. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM225 Communication Law and Ethics

The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the “working world”. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

COMM230 Broadcast Communication Skills

The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM235 Multi-Track Recording

Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, “industry-standard” editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. The class meets off campus in Ithaca. Additional fee required. Prerequisites: COMM 220; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM240 Non Fiction & Fiction Field Production

An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker’s “voice” within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

COMM245 Professional Video Editing and Post Production

This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM

112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

COMM250 Sports Field Production

Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.)

COMM262 Portfolio Preparation-Communication

Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

COMM265 Communication & Media Arts Internship

This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.)

COMM 270 Hollywood: On Location

Students spend 20 days in California touring studios, speaking with industry leaders, and working as interns on Hollywood productions. Intended for second year Digital Cinema and Broadcast Production -Television majors, the entertainment industry and the vast history of storytelling in Hollywood are explored and researched. Students produce a film or television episode working alongside industry professionals. They develop research skills, storytelling techniques, networking skills, collaboration and leadership skills. The course consists of 40 lecture hours in meetings prior to the Hollywood trip; 30 lecture hours during the trip; and 105 lab hours for fifteen out of the 20 days in Hollywood. Students must be in good academic standing with a 3.2 GPA or higher; they must submit a faculty recommendation and an application. The Dean of Academics and the course instructor select a limited number of students based on the course requirements and completed prerequisites. Substantial course fee. Prerequisites: COMM 210; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing. 6 Cr. (4 Lec, 2 Lab)

COMM280 Communication & Media Arts-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

COMM285 Radio News Production

This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.)

COMM290 Television News Production

This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

COMM295 Television News Production and Origination

The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.)

COMM298 Cinema Capstone Cross-listed as ENGL 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.)

COMPUTER APPLICATIONS

CAPS100 Keyboarding for Computers

Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS101 Introduction to Computers

An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS105 Word for Personal Use

Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks)

CAPS111 Introduction to Word Processing

An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS113 Advanced Word Processing

Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS121 Introduction to Spreadsheets

An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS123 Advanced Spreadsheets

Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office Specialist (MOS) Expert Exam in Excel. Topics include planning, recording, running and editing macros, creating VBA procedures, enhancing charts, adding sparklines, identifying data trends, using what-if-analysis (scenario manager, goal seek, data tables), analyzing data, creating PivotTables and PivotCharts, exchanging data with other programs such as Microsoft Word, PowerPoint and Access, sharing, customizing and maintaining workbooks, importing and exporting data and auditing worksheets. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS131 Introduction to Databases

An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS133 Advanced Databases

This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS141 Presentation Software

An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS152 Web Page Design

An introduction to the development of web pages for the Internet. Topics include HTML and/or XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS 153 Advanced Web Page Design

This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS 154 Java Script

This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS155 Extensible Markup Languages Cross-listed as WD 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMPUTER FORENSICS

CFOR110 Security System Design and Analysis

This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CFOR210 Computer Forensics

This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR220 Intrusion Detection

This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR230 Search and Seizure-Legal and Privacy Issues

Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR240 Economic Crime Investigation

Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMPUTER INFORMATION SYSTEMS

CIS 108 Introduction to Computer Information Systems

This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic, or Java. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 132 Network Design

Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 213 Programming in C++

An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 214 Systems Analysis and Design

An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 215 Operating Systems

An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 220 Database Concepts

Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 223 Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 225 JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 227 Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 230 Computer Information Systems Internship

Students work a minimum of eight hours per week in local CIS settings. Tasks performed include: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

COMPUTER SCIENCE

CSCI160 Introduction to Computer Programming

This course introduces students to computer programming in order to solve problems and process information. Topics include variables, data types, algorithms, decisions, repetition, files, arrays and modules using a common programming language. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI165 Computing Fundamentals I

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 132 or three years of NYS Regents Mathematics; ENGL 099 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI205 Computing Fundamentals II

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI210 Assembly Language and Computer Systems

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMPUTER SUPPORT SPECIALIST

CSS 112 Hardware Repair and Maintenance

This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSS 212 Help Desk and User Support

This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSS 240 Computer Support Specialist Internship

Provides a 14-week supervised work experience in the field of computer support. Students work a minimum of eight hours per week in local computer support settings. Duties performed include: installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

CONSTRUCTION TECHNOLOGY

CONT107 Construction Materials

This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement. 3 Cr. (3 Lec.)

CONT115 Construction Estimating and Planning

This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

CONT202 Surveying

This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CONT208 Construction Management and Regulation

This course covers “Basic Management” used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CONT210 Structural Design

An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centroids, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122 or 132; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.)

CONT216 Materials Testing

This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; RDNG 116 if required by placement testing. Prior completion of a lab science is strongly recommended. 2 Cr. (1 Lec., 2 Lab.)

CONT 280 Construction Tech Independent Study

This course provides the opportunity for more in depth study of a construction and environmental technology topic. Faculty member approval is required prior to registration. 1-3 Cr.

CRIMINAL JUSTICE

CRJU104 Introduction to Corrections Cross-listed as HUMS 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

CRJU105 Introduction to Criminal Justice

This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CRJU110 Police Patrol Operations

The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CRJU205 Concepts of Criminal Law

Criminal law is analyzed with an emphasis on the statutory classifications of crime and the elements necessary to establish a crime and criminal intent. Students read and analyze court cases which examine the penal statutes and discuss constitutional implications. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

CRJU210 Introduction to Criminal Investigation

Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU212 Community Corrections Cross-listed as HUMS 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU215 Legal Aspects of Evidence Cross-listed as PARA 216/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU 217 Ethics in Criminal Justice

This course is an examination of ethical considerations facing criminal justice practitioners. Topics include defining moral behavior; developing moral and ethical behavior; exploring ethics within law enforcement systems; ethics and the courts; ethics and corrections; the ethics of punishment; policy implications; professionalism; and the role of pride for practitioners. CRJU 217 fulfills the SUNY GEN ED Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in CRJU 105 or SOCI 101, and prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. Cr. 3 (3 Lec.)

CRJU230 Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105, CRJU 210, and SOCI 207; instructor permission; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (9 Lab.)

CRJU280 Independent Study-Criminal Justice

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

CULINARY ARTS

CULI 101 Food Service and Preparation I Cross-listed as HRMG101

Basic procedures and techniques for large quantity food preparation and service are covered. The practice of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are integral to this course. Special projects in menu planning, purchasing, preparation, and services are required. Coursework will also include elements of local food sourcing and menu development from that approach. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and prior completion or concurrent enrollment in HRMG 105. 4 Cr. (2 Lec., 6 Lab.)

CULI 102 Food Service and Preparation II Cross-listed as HRMG102

Building on introductory concepts learned in CULI 101, the course focuses on culinary operations concepts, including kitchen structures and design, inventory and control, service systems and advanced menu development within a commercial setting. Attention is given to food combinations, types of cuisine, and the creative as well as practical process in menu planning and costing of product from local sources when practical. Prerequisites: C or better grade in CULI 101; HRMG 105, ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.)

CULI 160 Back of House Kitchen Practicum

An experiential learning course within a 'back of the house' culinary operation teaches students about the nuances of a busy kitchen. Practical workplace training is supported by an individualized learning plan. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in CULI 102; HRMG 100, HRMG 105, ENGL 100; MATH 090 if required by placement testing; previous completion or concurrent enrollment in RDNG 116 if required by placement testing; previous completion or concurrent enrollment in ENGL 101 and CULI 102. 2 Cr. (6 Lab.)

CULI205 Garde-Manger & Catering

The basics of garde-manger production are learned through preparation of appetizers, condiments, and hors d'oeuvres. Emphasis is placed on buffets and other catering production and presentation concepts. Topics include: hot and cold hors d'oeuvres; salads, dressings, and relishes; sandwiches; patés and terrines; chaudfroids, gelees, and molds; canapés; and garnishing, carving, and decorating. Laboratory practice parallels class work. Prerequisites: C or better grade in CULI 101; prior completion or concurrent enrollment in ENGL 101; HRMG 105; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 4 Lab.)

CULI 270 Restaurant Operations Front-of-House Practicum

Students are introduced to the use of technology in group restaurant reservations, guest orders, point of sale, scheduling and inventory. Students are required to complete a minimum of 90 work hours of field experience at the TC3 culinary lab facility in downtown Ithaca. Rotations include classic and contemporary table service, beverage preparation and service, guest relations, order taking in an à la carte environment, service sequence and etiquette, point-of-sale systems, cash handling, merchandising, public area sanitation and safety, dining room preparation and hosting/reservations. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in HRMG 100; HRMG 105; HRMG 107; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. CULI 101 is recommended. 4 Cr. (2 Lec., 6 Lab)

DRAFTING

DRAF107 Engineering Graphics

This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.)

DRAF117 Architectural Drafting I

The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

DRAF118 Architectural Drafting II

This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

DRAF120 Introduction to Computer Aided Drafting

This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

EARLY CHILDHOOD

ECHD110 Children and the Arts

This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ECHD125 Introduction to Early Childhood Education Cross-listed as HUMS 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ECHD206 Infant/Toddler Environments and Curriculum

Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around caregiving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.)

ECHD225 Early Childhood Curriculum Development Cross-listed as HUMS 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.)

ECHD240 Techniques for Observing and Recording Young Children's Development

Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ECHD242 Guided Field Work - Early Childhood Education

This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.)

ECHD242H Guided Field Work Early Child Honors

This honors course is designed to provide members of the early childhood academy with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Academy students will complete specific enrichment experiences. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the Early Childhood Program Chair. 4 Cr. (1.5 Lec., 8 Lab.)

ECONOMICS

ECON101 Introduction to Economics

This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ECON120 Principles of Microeconomics

An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.)

ECON121 Principles of Macroeconomics

An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.)

EDUCATION

EDUC201 Introduction to the Teaching Profession

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The course explores the role of the family, the community, and society in the general process of education. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

EDUC295 Foundations of Education Cross-listed as SOCI 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture;

the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ELECTRICAL ENGINEERING TECHNOLOGY

ELEC121 Digital Electronics I

An introduction to digital electronics. Basic digital concepts such as binary arithmetic and Boolean algebra are introduced and combinational logic circuits are analyzed and discussed. Combinational logic is then used to analyze MSI ICs like arithmetic, parity, and code conversion circuits. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 100, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ELEC126 Basic Electricity

This course provides an understanding of the principles of electricity as a foundation for further study in electronics or power. Direct current (DC) circuits containing voltage and current sources, resistors, capacitors, and inductors are analyzed. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: Prior completion or concurrent enrollment in MATH 100 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC127 Circuit Analysis

This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC130 Electronic Devices and Circuits

An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

ELEC207 Fabrication Techniques

This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

ELEC222 Digital Electronics II

A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC223 Microcontroller Fundamentals

Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC233 Linear Integrated Circuits

An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC240 Computer Applications for Data Acquisition & Control

An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

EMERGENCY MEDICAL TECHNICIAN

EMT 220 Emergency Medical Technician

This course is designed to prepare students for New York State Emergency Medical Technician certification. Students successfully completing this course are able to take the New York State EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as treatment of medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 6 Cr. (4 Lec., 6 Lab.) Fall semester through March of the following spring semester.

EMT 230 Advanced EMT I

The first in a two course series, this course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. There is a heavy focus on competency in medical and trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the use of emergency medications. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification. 4 Cr. (2 Lec., 6 Lab.)

EMT 231 Advanced EMT II

This course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. It is the second in a two course series. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. In this course, there is a focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the delivery of advanced trauma life support. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification and enrollment in the previous semester Advanced EMT I course section. 4 Cr. (2 Lec., 6 Lab.)

EMT 240 Advanced EMT - Critical Care I

This course is the first in a two part course series that culminates in NYS practical skills examination at the AEMT-CC cert This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomoto development in emergency patient management using advanced life support techniques. In addition, the student partic supervised hospital and field (ambulance) clinical experiences required for competency in managing patient care situatio passing this course, the student will be eligible to take EMT-Critical Care II. Prerequisites: Current NYS EMT Basic certifica or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurren MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.)

EMT 241 Advanced EMT - Critical Care II

This course is the second in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the AEMT Critical Care level. Prerequisites: Prior completion or concurrent enrollment in EMT 240 Critical Care I; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.)

ENGINEERING SCIENCE

ENSC137 Introduction to Engineering

Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.)

ENSC203 Electrical Science

DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.)

ENSC204 Mechanics of Materials

The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENSC209 Engineering Mechanics: Statics

A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENSC212 Dynamics

A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGLISH

ENGL099 Foundations of Academic Writing

This course helps students develop essential academic writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of an essay is included. Students must receive at least a “C” grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

ENGL100 Academic Writing I

This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. Prerequisites: C or better grade in ENGL 099 or C or better grade in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL101 Academic Writing II

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL101H Academic Writing II – Honors

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL102 Approaches to Literature

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL102H Approaches to Literature-Honors

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL103 Report Writing

Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 100 with grade of C or better; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ENGL105 Beginning Acting

Students experience the various techniques involved in acting using body, voice, movement and character development. Activities include improvisation and scene development, with emphasis on participation and in-class exercises using the Stanislavsky System of actor training. Students maintain weekly character observation journals and write two short papers on the Stanislavsky System. ENGL 105 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

ENGL108 Performance Poetry & the Spoken Word

In this creative writing course, students will learn techniques for presenting, reciting, and performing original work, with an emphasis on poetry. In class, students will examine various poetry performances while developing their own poetic voice and performance piece. The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL135 Writing Workshop - Short Narrative Film

This course explores creative techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (less than 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL200 Screenwriting

This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, creative concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL201 Fundamentals of Speech

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL204 Fundamentals of Interpersonal Communication

This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL205 American Literature I

This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206 American Literature II

This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL215 Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and/or Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL216 Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. Close analysis of appropriate texts and films, creative problem solving, organizational strategies, and story development are emphasized. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL218 Smart TV Cross-listed as SOCI 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ENGL220 Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL225 World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL226 World Literature II

An analytical overview of the master works of world literature from the Age of Reason to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL227 Creative Writing Workshop

Incorporates experiments in imaginative expressions in short fiction and poetry, and strategies and techniques for writing and editing. In addition to class discussion, workshops, and personal conferences with the instructor, the course includes intensive reading of significant modern writers. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL229 Introduction to Poetry

This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ENGL233 Film Analysis

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ENGL233H Film Analysis –Honors

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; permission of the instructor. 3 Cr. (3 Lec.)

ENGL235H Studies in Leadership – Honors

This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.)

ENGL237 Journalism

This course introduces students to current theory and practice with an emphasis on the development of writing competencies in the major journalistic modes. Objectivity, fairness, balance, ethics, and publication law are discussed. Writing assignments include news, sports, profiles, features, and editorials. Prerequisites: ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL245 Survey of British Literature I

A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL246 Survey of British Literature II

The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL247 Beat Movement in American Literature

An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL248 Contemporary Women Writers Cross-listed as WGST 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).

ENGL250 Field Studies in Literature

This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ENGL255 Writing Television Drama & Comedy

This course explores the process of researching and writing drama and comedy for series television. After close analysis of appropriate texts and series episodes, students develop and write scenes for a current sitcom and a current drama. In addition, they complete a spec teleplay for a current drama or comedy series. ENGL 255 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL256 Playwriting

In this creative writing course, students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL257 Directing

Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL258 Creative Nonfiction

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fulfills the SUNY General Education requirement in the Arts. Prerequisite: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL260 Creative Writing Portfolio

Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL261 Visiting Writer Series Workshop

This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (1 Lec.)

ENGL262 Writing Workshop – Poetry

In this creative writing workshop, students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL271 Writing Internship

This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.)

ENGL274 Marketing the Screenplay

Examines approaches screenwriters use to get their creative work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL275 Getting Published - Prose and Poetry

This course examines the approaches creative writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL280 English-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

ENGL285H Classic Epic in Transition - Honors Cross-listed as HUMN 285

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL298 Cinema Capstone Cross-listed as COMM 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.

ENVIRONMENTAL STUDIES

ENVS101 Biological Resource Conservation

Explores the biological dimensions of natural-resource management issues. Included are discussions of population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

ENVS102 Technology and the Environment

Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

ENVS105 Environmental Ethics

At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENVS107 Economy, Society & Environment Cross-listed as POSC 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

ENVS108 Environmental Psychology Cross-listed as PSYC 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).

ENVS110 Food Systems Seminar I: Dilemmas

The prevailing food system is unsustainable. From production systems that degrade the environment to distribution systems that are unjust, we need to make changes. This seminar course will explore the history of agriculture from when the first humans began settling to the current global industrial food system. Students will explore the events that led to the current status quo and examine its consequences. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

ENVS111 Food Systems Seminar II: Rebuilding the Food System

The prevailing food system is unsustainable. From production systems that degrade the environment to distribution systems that are unjust, we need to make changes. This seminar course will explore the social, environmental, and economic justifications for rebuilding the food system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing; 2 Cr. (2 Lec.)

ENVS112 Food Systems Seminar III: New Directions

Farmers, chefs, entrepreneurs, consumers and advocates all play a vital role in our food system. This seminar course explores some of the exciting movements toward an equitable, environmentally sustainable, and economically resilient food system. Various alternatives to the modern food distribution system and the role of stakeholders are examined. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

ENVS115 Sustainable Farming I: Fall Crop Production and Post-Harvest Handling

This course will explore the ideas and methodologies used in a sustainable vegetable operation. There will be an emphasis on fall crop production. Through discussion, lectures, readings, hands-on practical experience and site visits to area farms, students will be immersed in a diverse array of topics which include, but are not limited to, harvest & post-harvest handling of vegetables, marketing, cover crops & soil management, and fall/winter maintenance. Lab fee required. Prerequisite: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 4 Cr. (2 Lec., 6 Lab). Fall semester.

ENVS140 Sustainable Farming II: Preparation and Planning

In addition to exploring all aspects of sustainable vegetable production, this course will focus on getting the farm season started. From sowing the first seeds in the greenhouse to planting the first transplants in the ground, students will be exposed to the many intricacies involved with planning and preparing a small sustainable vegetable farm for the growing season. In addition to the hands-on practical farm work, students will be engaged through discussion, lectures, readings and site visits to area farms. Lab fee required. Prerequisite: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 4 cr. (2 Lec., 6 Lab.) Spring semester.

ENVS 201 Sustainable Farming III: Marketing, Management and Pest Control

Now that the crops are in the ground, let the work begin! This summer course is all about getting down and dirty. All the field work will take place on TC3's farm, where students will experience the day to day of summer crop production. Areas of focus will include, but not be limited to, organic weed management, organic disease management, organic pest control and marketing. In addition to the hands-on practical experience at the TC3 farm, students will take site visits to other area vegetable farms. Lab fee required. Prerequisite: ENGL 099 if required by placement testing or prior completion or concurrent enrollment in ESL 103; MATH 090 if required by placement testing; RDNG 099 if required by placement testing. 6 Cr. (18 Lab.) Summer semester.

ENVS285 Sustainable Farming and Food Systems Capstone

This is the final course in the Sustainable Farming & Food Systems program. Through both class time and hands-on practical experience, this course will tie-in all of the ideas, concepts and practical skills covered in previous field courses and Food Systems Seminars. Each student will complete a research or outreach project in his or her area of interest. Lab fee required. Prerequisite: ENGL 101; prior completion or concurrent enrollment in MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab) Fall semester

ENVS295 Global Seminar Cross-listed as ANTH 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENVS295H Global Seminar-Honor Cross-listed as ANTH 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGLISH AS SECOND LANGUAGE

ESL 080 English as a Second Language – Basic

This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.)

ESL 090A English as a Second Language – A

This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 090B ENGL as a Second Language - B

This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 095A English as a Second Language I/A

This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 095B ENGL as a Second Language I/B

This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 101 English as a Second Language I

This course is designed for non-native speakers of English who have good conversational English skills and wish to begin developing academic English language skills. Students in the course will work on improving listening, speaking, reading and writing skills using college level materials. They will begin to develop the language skills needed to undertake an academic program at an American college or university. Particular emphasis is placed on being able to write with good control of basic grammar. Substantial outside preparation and lab or online work are required. Students will need to pass a writing test at the end of this course in order to continue in their course work at TC3. Prerequisites: Completion of ESL 095B with a C or better grade, or appropriate score on the placement test. 8 Cr. (8 Lec.)

ESL 103 English as a Second Language II

This course is designed for non-native speakers of English who have excellent conversational skills in English, but who need to improve their academic English skills before entering a full program of study at a college or university. Students develop their skills in listening, speaking, reading, and writing skills using college level materials. Particular emphasis is placed on being able to complete basic academic writing such as the essays in different rhetorical modes. Substantial outside preparation and lab or online work are required. Prerequisites: Appropriate assessment test score or completion of ESL 101 with a grade of C or better. 8 Cr. (8 Lec.)

ESL 105 Conversation Connection

Supplementing the academic ESL courses, non-native English students learn about pronunciation issues and practice real-world language functions. Students analyze conventions of daily, informal speech in American culture, compare American conventions to those of their culture, and obtain significant practice in using those American conventions. The course is graded Pass/Fail. Prerequisites: Concurrent enrollment in ESL 095 or ESL 101 or ESL 103. 1 Cr. (1 Lec.)

FITNESS

FITN101 Swimming I

Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.)

FITN102 Swimming II

The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, and tuck and pike surface dives. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.)

FITN104 Racquetball, Handball & Squash

This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN106 Modern Dance

This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (2 Lab.)

FITN108 Adult Recreation and Fitness

This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.)

FITN109 Skiing and Snowboarding

Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN112 Water Safety Instruction

This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

FITN116 Tennis I

Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN118 Aerobic Dance

Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN119 Fly Fishing

This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN120 Archery I

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.)

FITN121 Archery II

A continuation of FITN 120 - Archery I, the course provides opportunities for students to increase his/her tactical knowledge and refine their skills. Advanced sighting techniques (bow sights) and long-range shooting are emphasized. Class bows provided. Additional fee required. Prerequisites: FITN 120; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.)

FITN130 Varsity Athletics I

Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN140 Coed Sports

This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN141 Coed Basketball

Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN142 Coed Sports After Fifty

This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN143 Coed Lacrosse

Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN145 Coed Soccer

Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN147 Coed Softball

Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN149 Coed Volleyball

Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN151 Coed Golf

Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN160 Backpacking Cross-listed as RECR 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN161 Mountain Biking Cross-listed as RECR 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN163 Teambuilding and Group Initiative Activities Cross-listed as RECR 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN164 Snowshoeing Cross-listed as RECR 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN165 Canoeing Cross-listed as RECR 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN166 Cross Country Skiing Cross-listed as RECR 166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN 170 Hatha Yoga

This is an introduction to Hatha Yoga class for beginners, providing tools to reduce stress and focus the mind. This class will use yoga postures, breathing exercises, and meditation techniques. The class will also use readings, reflection, and discussion to examine the scientific and philosophical knowledge of yoga as a way to ease stress, strengthen the bone and muscle structures, lower blood pressure, increase flexibility and strength, improve mind functioning and sustain health. Each student will keep weekly reflection journal observations on the changes noticed throughout the semester. 1 Cr. (2 Lab.)

FITN180 Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.)

FITN203 Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. Transportation is not furnished. A medical clearance for physical activity is strongly recommended. 1 Cr. (2 Lab.)

FITN204 Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.)

FITN205 Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.)

FITN208 Weight Control

This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN213 Self Defense

An introductory level course in practical self-defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN215 Aerobic Conditioning

This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN216 Lifeguard Training

Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. American Red Cross (or similar) certifications available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

FITN221 Snow Sports Instructor's Course

This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN230 Varsity Athletics II

This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN240 Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

FITN276 Outdoor Recreation Field Adventure Cross-listed as RECR276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FRENCH

FREN101 French I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

FREN102 French II

This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

FREN201 Intermediate French I

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FREN202 Intermediate French II

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FRESHMAN SEMNINAR

FSS 110 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 115 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

FSS 118 Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 131 Self and World

Welcome students! If you are taking this course, you're a first semester student in the Liberal Arts and Sciences - General Studies, Exploratory degree program. That means that college is new to you, and you're not sure what you want to study or what your career aim is. This class will help you 1) create strong relationships with your teachers and peers; 2) figure out how to "do college" successfully; 3) discover how to apply your experiences, interests, and strengths to your learning; and 4) explore academic majors and career possibilities that match your interests. Unlike many classes you have taken in the past, where your job was to learn the "material" the teacher taught this class is about learning from your own and your classmates' experiences. You will be thinking deeply, reading actively, and writing a lot, but what you think, read, and write about will be relevant to you. You'll work hard, and you'll have fun. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

FSS 132 Freshman Seminar - Environmental Studies

This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 137 Freshman Seminar-New Media

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 138 Freshman Seminar – Math/Science

This is a required first semester course for students in the Liberal Arts and Sciences Math/Science A.S. degree program. Students will be given instruction in support services (faculty suites, secretaries, counseling, labs, etc.) and online instruction for angel courses and creating schedules. Students are introduced to the Liberal Arts and Sciences Math/Science program, career options and transfer options in math, biology, chemistry, and physics. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 160 Freshman Seminar - Communication and Media Arts

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.)

FSS 175 Freshman Seminar - Sport Management

This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

GEOGRAPHY

GEOG120 World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

GEOLOGY

GEOL101 Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

GEOL125 Biology and Earth Science for Teachers Cross-listed as BIOL 125

This course is required for students intending to pursue a degree program in childhood/early childhood education but it may be of interest to others who do not plan to major specifically in science or a related field. Basic concepts in earth science and biology are covered with an emphasis on topics necessary for informed decision making in our modern society. The intent of the instructor is to provide students with the knowledge necessary to function as an informed parent, citizen, and perhaps teacher in a world very much affected by human activity. . BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

GERMAN

GERM101 Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

GERM102 Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

HEALTH

HLTH104 Medical Terminology Cross-listed as NURS 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

HLTH126 Health and Fitness

Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

HLTH135 Therapeutic Touch: Massage Techniques Cross-listed as NURS 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self-esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.)

HLTH205 First Aid and Safety Education

This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HLTH206 Personal Health

Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH207 Drug Studies

This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH208 Alcohol and Alcoholism

A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH210 Consumer Health Issues

This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HLTH215 World Health Problems

The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability, sanitation, malnutrition, mental health and addiction, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH216 International Health On-Site - Study Abroad

A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Offered December-January and occasionally other vacation periods.

HISTORY

HSTY101 Development of the Western Tradition I

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY102 Development of the Western Tradition II

This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY110 World History to 1500

This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY111 World History Since 1500

This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY201 American History to 1877

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY201H American History to 1877 – Honors

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY202 American History Since 1877

This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY202H American History Since 1877 – Honors

This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY215 History of Latin America

This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY225 African American History

This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY230 History of Ireland - Study Abroad Cross-listed as POSC 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

HSTY233 Women in U.S. History Cross-listed as WGST 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY235 Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be on the tangled relationship between church and state, the evolving lives of common people, and the development of systems of law, the economy and government.. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY252 Native American History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY255 Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. HSTY 255 fulfils the SUNY General Education American History requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HSTY260 Topics in Modern Latin America Cross-listed as POSC 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY280 History - Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

HSTY290 Social Science Capstone Course Cross-listed as ANTH 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

HOTEL AND RESTAURANT MANAGEMENT

HRMG100 Introduction to the Hospitality Industry

A study of the growth and development of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization. Areas covered include hotels, restaurants, resorts, wineries, casinos, and travel and tourism. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG101 Food Service and Preparation

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG102 Food Service and Preparation II

This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

HRMG103 Rooms Division Management

This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through property management system simulation training, property tours, and lecture, students will gain an understanding of the various areas of the rooms division within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG105 Food Sanitation & Safety

The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

HRMG107 Safe Alcohol Handling

The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

HRMG201 Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG205 Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG206 Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG213 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation (a minimum of 150 hours - 10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.)

HRMG216 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete three credits before graduation (a minimum of 150 hours - 10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.)

HRMG218 International Hospitality Experience-Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in prior coursework. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school Dual/Concurrent Enrollment credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens.
3-15 Cr. (15 Weeks)

HRMG220 International Culture & Cuisine - Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.)

HUMAN SERVICES

HUMS104 Introduction to Corrections Cross-listed as CRJU 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HUMS105 Introduction to Human Services

The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS110 The Helping Relationship

This course covers the fundamental nature of the helping relationship, with emphasis on essential personal characteristics, knowledge acquisition, and skill development. Opportunities are provided to develop helping techniques such as interviewing, effective communication, assessing needs, establishing goals, and evaluating outcomes. The advantages and limitations of each technique are considered. Student self-evaluation of needs, abilities, and personal values are ongoing components of the course. The course is intended for human service students, as well as for interested community members. Prerequisites: C or better grade in HUMS 105, and prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HUMS111 Introduction to Gerontology

This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS114 The Process of Group Communication

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HUMS125 Introduction to Early Childhood Education Cross-listed as ECHD 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

HUMS128 The Family: Strength-Based Intervention

A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS206 Juvenile Delinquency Cross-listed as SOCI 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HUMS212 Community Corrections Cross-listed as CRJU 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HUMS218 Home and Community Based Services for Older Persons

This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS225 Early Childhood Curriculum Development Cross-listed as ECHD 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.)

HUMS229 Applied Methods in Human Services

This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HUMS230 Human Service Internship

The internship experience provides an opportunity for students to spend 16 hours per week in direct service within social and educational agencies in the community. The 224 hours of fieldwork are completed during the spring semester and provide a forum to practice and develop helping skills expected of beginning professionals in human services. Prerequisites: ENGL 101; HUMS 105; HUMS 110; HUMS 229; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 6 Cr. (1 Lec., 15 Lab.)

HUMANITIES

HUMN232 Introduction to World Religions

An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMN285H Classic Epic in Translation - Honors Cross-listed as ENGL 285H

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

INFORMATION RESOURCE MANAGEMENT

IRM 101 Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.)

INTERNATIONAL EDUCATION

IED 160 International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of appropriate courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab).

IED 260 Culture Survey for Study Abroad Cross-listed as ANTH 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain, Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

ITALIAN

ITAL101 Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ITAL102 Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 or ESL 103and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATHEMATICS

MATH090 Pre-Algebra

This course is designed for students who need to review certain mathematical skills in pre-algebra, including operations with negative numbers, fractions, decimals, and percents; introduction to geometry, algebra, probability and statistics; estimation, approximation, and mathematical notation. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. This course is conducted without a calculator. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

MATH095 Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, algebraic operations (distribution, addition of like terms, evaluation of algebraic expressions), linear equations and inequalities with applications, coordinate graphing, linear graphing and equations of lines, exponents, operations with polynomials, factoring, solving higher degree equations by factoring, and solving quadratics by factoring, graphing, and using the quadratic formula. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099, or in ESL 101, if required by placement testing. 4 Equiv. Cr. (4 Lec.)

MATH100 Intermediate Algebra

This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH109 Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH110 Topics in Mathematics

This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH113 Mathematics for Elementary School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. No calculator use is allowed during class or on tests. Prerequisites: C or better grade in MATH 100 if required by placement testing; RDNG 116 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH115 Mathematics for Elementary School Teachers II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH122 Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATH132 College Algebra and Trigonometry

This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL 100 or ESL 103, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATH135 Pre-Calculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

MATH181 Discrete Mathematics

This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, logic, methods of proof, counting methods, graph theory, and trees. MATH 181 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH200 Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH201 Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH202 Calculus II

This course is a continuation of Calculus I. Topics include: slope fields, applications of separable differential equations, area between two curves, volumes of revolution, arc-length, work, advanced integration techniques (parts, trig integrals, trig substitution, and partial fractions), L'Hopital's Rule, improper integrals, infinite series, parametric equations, and polar coordinates. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. MATH 202 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH203 Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes and surfaces in space, cylindrical and spherical coordinates, differentiation and integration of vector-valued functions, tangent vectors and normal vectors, partial derivatives, directional derivatives and gradients, tangent planes and normal lines, multiple integrals, multiple integrals in cylindrical and spherical coordinates, line integrals, conservative vector fields and independence of path, Green's theorem, surface integrals, divergence theorem, flux, and Stoke's theorem. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH206 Differential Equations

An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

MATH208 Linear Algebra

This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.)

METEROROLOGY

METR101 Introductory Meteorology

A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

MUSIC

MUSI101 Music Appreciation

This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI103 College Community Chorus

Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

MUSI108 Music Theory I

This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI109 Music Theory II

A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI115 Small Ensemble-Recorder

This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI117 Applied Music-Piano

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) MUSI118 Applied Music-Guitar Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI120 Applied Music-Voice

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI127 Applied Music-Piano

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

MUSI128 Applied Music-Guitar

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

MUSI130 Applied Music-Voice

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

NURSING

NURS102 New York State Coalition: PN to RN Transition

Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Offered exclusively in an online format.

NURS104 Medical Terminology Cross-listed as HLTH 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

NURS110 Fundamentals of Nursing

The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self-perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing.
7 cr. (4 Lec., 9 Lab.)

NURS120 Critical Thinking in Medical Surgical Nursing

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self-care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of Blackboard, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.)

NURS135 Therapeutic Touch: Massage Techniques Cross-listed as HLTH 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self-esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.)

NURS200 Simulation in Nursing

This is a web enhanced and experiential learning course which explores the role of the nurse, appropriate nursing skills, critical thinking, ethical decision making, clear communication skills, team collaboration, delegation, cultural sensitivity/awareness, and professionalism in a safe environment using high fidelity simulation. Real life clinical reasoning scenarios, instructioning, reflective learning, and debriefing are course components. Through the application of multiple levels of patient case scenarios and simulations, integration of quality and safety in patient care is demonstrated through the utilization of nursing and scientific knowledge related to diseases processes including effects on the pathophysiology of the patient. Students are administered sequential decision making events within an environment that mimics a clinical setting. Student simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional registered nurse. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL132; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., .5 Lab)

NURS208 The Art and Science of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.)

NURS208H The Art and Science of Nursing Across the Lifespan - Honors

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.)

NURS225 Professional Practice and Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.)

NURS225H Professional Practices & Complex Nursing Care – Honors

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. The course requires basic computer skills, including keyboarding, word processing, email and internet use, and the use of Blackboard, a course management system. Prerequisite: All courses required in the first 3 semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 12 Lab.)

NURS232 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132. 2 Cr. (6 Lab.)

NURS233 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, SUNY Upstate Medical University, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate time at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132. 3 Cr. (9 Lab.)

NURS241 Pharmacology for Nurses and Allied Health Professionals

This is a comprehensive pharmacology course which explores the basic principles of pharmacology, the legal and ethical foundations of safe medication administration, the role of the nurse in medication administration, lifespan considerations, and the major classifications of medication, including therapeutic actions and uses, clinical significance, nursing implications, adverse effects, and client and family teaching. Prerequisites: NURS 110, BIOL 131, and ENGL 101; prior completion or concurrent enrollment in NURS 120 and BIOL 132. 3 Credits (Lec.),

OFFICE MANAGEMENT AND ADMINISTRATION

OFFC101 College Keyboarding and Document Processing

Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

OFFC110 Word Processing for Computers Using Microsoft Word

Students are prepared to use the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

OFFC203 Administrative/Automated Office Procedures

Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

OFFC211 Intermediate College Keyboarding & Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.)

OFFC221 Advanced College Keyboarding and Document Processing

As the capstone experience for the Office Management and Administration degree program, the goal of this course is to advance students' ability to handle keyboarding and document processing in a variety of offices, such as sales, research, medical, legal, and engineering. Students learn how to type complicated tables and statistical reports, design newsletters, design and prepare their own letterhead and business forms. They are required to compose letters and memos with a minimal amount of instruction. All work is done using Word. Students are expected to know how to use the advanced features of Word, spreadsheet tables, sort and select, snaking/side-by-side columns, styles, macros, fonts, graphics/draw, and be able to apply them when designing various documents. Prerequisites: OFFC 110; OFFC 211; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

OFFC230 Office Management and Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.)

PARALEGAL

PARA101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PARA130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.)

PARA205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA213 Constitutional Law Cross-listed as POSC 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARA213H Constitutional Law – Honors

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARA215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA216 Legal Aspects of Evidence Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PARA220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA230 Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.)

PARA231 Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.)

PARC101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major. 3 Cr. (3 Lec.)

PARC130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.)

PARC205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.)

PARC213 Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisites: Paralegal Studies certificate major; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARC215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC216 Legal Aspects of Evidence Cross-listed as CRJU 215/PARC 216

The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, eyewitness identification, and confessions It also explores rules governing admissibility of evidence at trial, witness competency and credibility, hearsay, testifying effectively, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PARC220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARC230 Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.)

PARC231 Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.)

PHILOSOPHY

PHIL101 Introduction to Philosophy

A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PHIL201 Contemporary Moral Issues

An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PHYSICS

PHSC104 General Physics I

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

PHSC105 General Physics II

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

PHSC211 Physics I (Mechanics and Heat)

This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.)

PHSC212 Physics II (Electricity and Magnetism)

This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.)

PHSC213 Physics III (Waves, Optics and Modern Physics)

This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.)

POLITICAL SCIENCE

POSC103 American National Government

An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC104 American State and Local Government

This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC107 Economy, Society & Environment Cross-listed as ENVS 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

POSC112 Public Administration

An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC213 Constitutional Law Cross-listed as PARA 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC225 Comparative Politics

This course introduces students to various nation-states of the world and compares governmental development, political history and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC230 History of Ireland Cross-listed as HSTY 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

POSC260 Topics in Modern Latin America Cross-listed as HSTY 260

This travel course introduces students to the modern history and politics of Latin America. Instructors select a nation to survey, for example Colombia, Ecuador, Guatemala, or Honduras etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

PSYCHOLOGICAL EDUCATION

PSED 160 Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

PSED213 Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best “market” themselves in today’s job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

PSYCHOLOGY

PSYC101 Psychology of Personal Growth

An applied psychology course providing opportunities for students to learn about and examine their own personal growth. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec).

PSYC103 Introduction to Psychology

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PSYC103H Introduction to Psychology - Honors

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PSYC108 Environmental Psychology Cross-listed as ENVS 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. ENVS 108 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).

PSYC200 Theories of Personality

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC200H Theories of Personality-Honors

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC201 Social Psychology

A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

PSYC205 Developmental Psychology: The Child

The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC207 Developmental Psychology: The Adolescent

Physical, cognitive, and social-emotional development of the adolescent (age 12 through 17) and emerging adult (age 18-20) are studied from multiple psychological and developmental perspectives. Emphasis is placed on normative experiences, cultural differences, as well as problems adolescents and emerging adults face as they mature in today's rapidly changing society. Methods of research in the field and concepts such as intellectual development, identity formation, moral development, gender roles, gender and sexual development, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.).

PSYC208 Developmental Psychology: The Adult

Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC209 Abnormal Psychology

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC209H Abnormal Psychology-Honors

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC216 Introduction to Experimental Psychology

An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.) Occasionally.

PSYC218 Educational Psychology

An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.)

PSYC263 Development Across the Lifespan

This course will examine human development across the lifespan. Focus will be on physical, cognitive, psychosocial aspects of development as a life-long process. Special attention will be given to the major themes, theories, research findings and debates in the field. The impact of ethnic, gender, and cultural factors on development will be examined. PSYC 263 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Completion of RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC290 Social Science Capstone Course
Cross-listed as ANTH 290 or HSTY 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

READING

RDNG099 Active Literacy

This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

RDNG116 College Reading and Study Skills

This course is designed to help students improve their college reading skills, study skills, critical reading skills, and critical thinking skills. Emphasis is placed on developing effective reading and listening strategies for use with college textbooks, classroom lectures, and small group activities. The course also focuses on strategies for dealing effectively with other academic reading materials such as scholarly journals and trade periodicals. Students will develop models for classroom note-taking, textbook reading/study techniques, test-taking strategies, and reading and analyzing various types of expository writing. Students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

RECREATION LEADERSHIP/OUTDOOR EDUCATION

RECR110 Introduction to Recreation

This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

RECR120 Leadership in Recreation

Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.)

RECR150 Play Across Cultures Cross-listed as SOCE 150

Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR160 Backpacking Cross-listed as FITN 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR161 Mountain Biking Cross-listed as FITN 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, bike maintenance, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR163 Teambuilding and Group Initiative Activities Cross-listed as FITN 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR164 Snowshoeing Cross-listed as FITN 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Snowshoes are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR165 Canoeing Cross-listed as FITN 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR166 Cross Country Skiing Cross-listed as FITN166

This course covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. No previous experience in Cross Country Skiing is necessary. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR201 Introduction to Therapeutic Recreation

A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices, and procedures of therapeutic recreation. Students examine the role of the therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

RECR210 Diversity and Inclusion in Recreation

This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR215 Recreation and the Expressive Arts

This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students will develop an understanding of art's main concerns, function and purpose while examining the various fundamentals of art. Students will develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. Students will learn basic skills to develop and organize programs that incorporate expressive arts in a variety of recreational settings. A combination of lectures, studios, assignments and field trips are utilized. RECR 215 fulfills the SUNY General Education requirement in The Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. Additional Activity Fee Required. 3 Cr. (2 Lec., 2 Lab).

RECR220 Programming in Recreation and Leisure

A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR230 Personal Training & Aerobic Leadership

Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

RECR232 Exercise Physiology Cross-listed as BIOL232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

RECR260 Camp Counseling and Outdoor Education

This course, which includes field experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR274 Outdoor Recreation Pursuits

Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.)

RECR276 Outdoor Recreation Field Adventure Cross-listed as FITN 276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

RECR284 Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.)

RECR285 Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.)

RUSSIAN

RUSN101 Russian I

This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

RUSN102 Russian II

This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.)

RUSN280

Designed for students who wish to continue Russian studies, current and useful vocabulary with functionally based grammar explanations are emphasized. Students will further develop basic reading, listening and communication skills. Prerequisite: RUSN 102. 3 Cr. (3 Lec.)

SOCIAL SCIENCE

SOCE131 Introduction to Men's Studies Cross-listed as WGST 130.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCE150 Play Across Cultures Cross-listed as RECR 150

Play Across Cultures is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCE200 Baseball in American Culture

Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCE201 Human Sexuality

The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.)

SOCE205 Organizational Behavior

Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.)

SOCE258 Creative Nonfiction Cross listed as ENGL258

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fulfills the SUNY General Education requirement in the Arts. Prerequisite: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCIOLOGY

SOCI101 Introduction to Sociology

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI101H Introduction to Sociology – Honors

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI201 Sociology of the Family

This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI203 Race and Ethnicity in American Society

This course introduces students to the sociological study of race and ethnicity. Emphasis is placed on examining both the social construction of race and ethnicity and the particular experiences of various racial groups in the United States. While the course focuses on race and ethnicity in the United States, it seeks to compare and contrast the U.S. experience of race and ethnicity with other nations and countries across the globe. Topics include, but are not limited to, historical and contemporary racial formation and classification schemes; formations of racial and ethnic identities; and the political, geographic, cultural, and economic implications of racial and ethnic segregations. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI205 Contemporary Social Problems

A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI206 Juvenile Delinquency Cross-listed as HUMS 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI207 Introduction to Criminology

Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI218 Smart TV Cross-listed as ENGL 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI220 Development Anthropology in a Globalizing World Cross-listed as ANTH 220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.)

SOCI228 Sociology of Popular Culture

This course uses sociology in order to gain an understanding of the role that media and popular culture play in the larger society as well as within our own lives. Students gain an overview of the sociology of media and popular culture and explore more focused topics in the area, including the creation of identities, fads, advertising, the establishment of "decency" and social norms, and the impact of the news media. Prerequisite: SOCI 101; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI280 Independent Study-Sociology

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

SOCI290 Social Science Capstone Course Cross-listed as ANTH 290/HSTY 290/PSYC 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. In consultation with the course instructor(s), students will choose a relevant research topic to explore for the class. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. In the psychology focused section of the course (PSYC 290), students will read and understand primary research in order to synthesize it into a coherent background on their topic. In the section not focused on psychology (ANTH/HSTY/SOCI 290), students will conduct both primary and secondary research on their topic. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

SOCI295 Foundations of Education Cross-listed as EDUC 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPANISH

SPAN100 Occupational Spanish

Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPAN101 Beginning Spanish I

Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. Two hours a week of laboratory activities reinforce the skills learned in the classroom sessions. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

SPAN102 Beginning Spanish II

Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and past indicative tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN201 Intermediate Spanish I

This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. An honors section is offered. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.).

SPAN202 Intermediate Spanish II

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN280 Hispanic Literature and Culture I

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN281 Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. Prerequisites: SPAN 280; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

SPORT MANAGEMENT

SPMT150 Foundations of Sport Management

Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPMT190 Event Practicum I

This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Corequisite: SPMT 150. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

SPMT195 Event Practicum II

Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

SPMT255 Sport Event Management

Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SPMT260 Sport Media Management

This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SPMT270 Sport Facilities/Venue Management

The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WEB DESIGN

WD 155 Extensible Markup Language Cross-listed as CAPS 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

WD 157 Web & Mobile Design

An introduction to the development of Web pages for the Internet including mobile devices. Topics include device independent HTML5, CSS3, and JavaScript including content-specific elements, links, multimedia, 2D/3D graphics, and JavaScript. This course is designed for the student who would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her Web pages, and to enhance his/her ability to create practical and compelling device independent Web sites. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing.3 Cr. (2 Lec., 2 Lab, 15 weeks)

WD 220 PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

WD 256 Web & Mobile Design Solutions

This course provides an opportunity for students with advanced web and mobile design skills to further strengthen and apply their web and mobile proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web and mobile design, implementation, and problem resolution. Prerequisites: CAPS/WD 153 or WD 157; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks)

WINE MARKETING

WINE120 Survey of Wine and Alcoholic Beverages

This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WINE130 Grape Growing and Wine Business

This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Additional fee required. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WINE200 Sensory Evaluation for Wine and Food Pairing

This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WINE202 Beverage Studies

This course is a study of a range of both alcoholic and non-alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WINE213 Wine Marketing Internship

Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.)

WINE220 Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Additional fee required. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WOMEN & GENDER STUDIES

WGST100 Perspectives on Women - An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

WGST120 Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WGST125 Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WGST130 Introduction to Men's Studies Cross-listed as SOCE 131

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WGST200 Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

WGST225 Women & Gender Studies Internship

The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.)

WGST233 Women in U.S. History Cross-listed as HSTY 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WGST248 Contemporary Women Writers Cross-listed as ENGL 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.).

WGST280 Women & Gender Studies-Independent Study

This is an advanced course of study enabling the student to conduct in-depth research on an aspect of interest in the field of Women and Gender Studies based on a mutual agreement between the student and faculty member. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

2013-14 Tompkins Cortland Community College
Course Descriptions

Current course descriptions are available online through the TC3 Catalog. This document is to be used in conjunction with the archived 2013-14 TC3 Online Catalog. All online catalogs, both current and archived, access only current course descriptions.

April 17, 2014 - FINAL

.ACADEMIC SUCCESS

ACAD100 Introduction to the College Experience

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

ACAD150 College Success Seminar

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ACAD175 Academic Success - Continuing Students

Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behavior for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Grading is Pass/Fail. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) 06/04/2013

ACCOUNTING

ACCT101 Principles of Accounting

Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.)

ACCT102 Principles of Accounting II

This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT120 Accounting on Microcomputers

Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ACCT203 Intermediate Accounting

Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT204 Intermediate Accounting II

This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) 06/04/2013

ACCT205 Cost Accounting

Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

ACCT207 Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.)

ACCT280 Independent Study-Accounting

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisites: ENGL 101 and instructor permission. 1-3 Cr. 06/04/2013

ANTHROPOLOGY

ANTH201 Introduction to Anthropology

Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and socio-cultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological (physical) Anthropology, Archaeology, Socio-cultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology may also be explored. This course will offer the student insights into the prehistory and history of human development and the methods anthropologists use to study the human past, present, and future. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 10 1. 3 Cr. (3 Lec.)

ANTH202 Cultural Anthropology

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ANTH202H Cultural Anthropology – Honors

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and

conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ANTH220 Developing Anthropology in a Globalizing World Cross-listed as SOCI 220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Hands –on problem solving will be emphasized. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.)

ANTH260 Culture Survey for Study Abroad Cross-listed as IED 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain , Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.)

ANTH274 Archaeology Field School - Cayuga Nation

This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m.- 5:00 p.m.) for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.)

ANTH290 Social Science Capstone Course Cross-listed as HSTY 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

ANTH295 Global Seminar Cross-listed as ENVS 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ANTH295H Global Seminar Honors Cross-listed as ENVS 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) 06/04/2013

ARABIC

ARAB 101 Arabic I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Arabic. Cultural aspects of the Arabic-speaking world are covered. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

ARAB 102 Arabic II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in ARAB 101, students continue to learn the essentials of Arabic grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Arabic are emphasized. Substantial outside preparation and lab work are required. ARAB 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ARAB 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ART

ART 101 History and Appreciation of Art I

A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ART 102 History and Appreciation of Art II

Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ART 104 History of Photography and Video

Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing.
3 Cr. (3 Lec.)

ART 106 Introduction to Photojournalism

This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) 06/04/2013

ART 109 Graphic Design

An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 110 Design I

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 111 Photography I

Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 112 Photography II

A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 114 Design II

Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 115 Painting I

Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 117 Visual Design for Electronic Media

Basic visual vocabulary of two-dimensional design for the electronic environment is introduced. The course provides experience in applying design concepts on the computer. Topics include principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.)

ART 120 Drawing I

Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 122 Drawing II

By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 130 Ceramics

This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, use of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) 11

ART 180 Typography

Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

ART 200 Illustration

An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

ART 212 Digital Photography

This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 213 Dynamic Media I

This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117, ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 214 Dynamic Media II

This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 222 Advanced Digital Photography

This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 233 Animation

This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

ART 254 Advanced Interactive Media Authoring

Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 260 Portfolio Preparation - Graphic Design

ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 261 Portfolio Preparation - New Media

ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 262 Portfolio Preparation – Photography

ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

ART 270 Computer Graphics I

This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 271 Computer Graphics II

This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ART 276 Independent Art Studio – Ceramics

This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 280 Independent Art Studio – Design

An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 282 Independent Art Studio – Drawing

An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 284 Independent Art Studio - Graphic Design

An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 288 Independent Art Studio – Painting

An advanced course of study in painting developed through an agreement between the faculty member and the student. The student must demonstrate competence in painting by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 290 Independent Art Studio - Photography

An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ART 298 Independent Art Studio - Media Arts

An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) 06/04/2013

ASTRONOMY

ASTR101 Introductory Astronomy

A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) 06/04/2013

BIOLOGY

BIOL100 Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

BIOL101 Principles of Biology I

BIOL 101 presents an overview of major biological principles. Topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

BIOL102 Principles of Biology II

BIOL 102 presents an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Completion of BIOL101 is not required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. This course has no BIOL prerequisite. 3 Cr. (2 Lec., 2 Lab.)

BIOL104 General Biology I

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL105 General Biology II

Intended for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. Prior completion of BIOL 104 is not required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL112 Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

BIOL114 Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

BIOL115 Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

BIOL116 Tropical Field Natural History

This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education requirement in Natural Sciences. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.)

BIOL125 Biology and Earth Science for Teachers Cross-listed as GEOL 125

The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL131 Principles of Human Anatomy and Physiology I

Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or a C or better in BIOL 104 or or a C or better CHEM 101 and BIOL 101. Prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL132 Principles of Human Anatomy and Physiology II

Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. Prerequisites: a C or better in BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL201 Human Anatomy and Physiology I

The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL202 Human Anatomy and Physiology II

The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

BIOL205 General Genetics

Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BIOL206 Molecular Genetic Techniques

This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating expression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.)

BIOL211 Ecology

An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. Prerequisites: BIOL 102 or BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; MATH 095 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

BIOL216 General Microbiology

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.)

BIOL220 Cell Biology I

Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BIOL221 Cell Culture Techniques

Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.)

BIOL232 Exercise Physiology Cross-listed as RECR232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

BIOL280 Biology-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission.1-3 Cr.

BIOTECHNOLOGY

BIOT101 Introduction to Biotechnology

A survey course for students enrolled in the Biotechnology degree and certificate programs. Career opportunities in biotechnology (modern biology) are discussed. Students map their educational paths to their career objectives. Issues related to intellectual property rights, bioentrepeneurship, regulations in biomanufacturing, and bioethics are covered. Employability (soft) skills, including group work and presentation, are developed. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103; prior completion or concurrent enrollment MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

BIOT295 Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural science, health, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate a current problem, implement a solution, and present his/her findings at the conclusion of the seminar. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; MATH 132 or higher; BIOL 206 or 221; two 200 level biology courses selected from other than BIOL 206 or 221; and permission of the instructor. 3 Cr. (9 lab)

BUSINESS ADMINISTRATION

BUAD103 Entrepreneurship I

Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resource skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

BUAD104 Business Mathematics

Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

BUAD106 Foundations of Business

Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

BUAD108 Sales and Sales Management

Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD109 Personal Money Management

This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) 06/04/2013

BUAD111 International Business

Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

BUAD201 Business Law I

Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD202 Business Law II

This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD203 Business Communications

Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD204 Principles of Marketing

Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.)

BUAD207 Entrepreneurship II

Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered through lecture, class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD208 Principles of Management

Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD211 Marketing Applications

Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD212 Quality Customer Service

This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD215 International Marketing

Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD217 Fundamentals of Exporting

This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

BUAD219 Human Resource Management

This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD220 Principles of Bank Operations

The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222 Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

BUAD261 Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to www.wdwcollegeprogram.com. Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr.

BUAD264 Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.)

BUAD290 Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CHEMICAL DEPENDENCY COUNSELING

CDSC101 Introduction to Chemical Dependency Counseling

This course is designed to provide an introduction to clinical interviewing and counseling in alcoholism and substance abuse. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. They gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CDSC200 Chemical Dependency Field Work

This course is the first of two semesters of field placement and practicum for the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Written permission from Program Chair is required (dated no later than May 15 for fall field placements and no later than November 15 for spring field placements); CDSC 101; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.)

CDSC201 Counseling Theories & Interventions I

This is the second theory course in the Chemical Dependency degree and certificate programs. An in-depth analysis of the basis and application of chemical dependency counseling theory with an emphasis on individual counseling is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.)

CDSC220 Chemical Dependency Field Work II

The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Written permission from Program Chair is required (dated no later than May 15 for fall field placements and no later than November 15 for spring field placements); CDSC 200; CDSC 201; ENGL 101; HLTH 207 and HTLH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.)

CDSC225 Counseling Theories & Interventions II

This is the third theory course in the Chemical Dependency degree and certificate programs . The first part of the course is devoted to group theory and interventions with chemically dependent individuals. The second part of the course focuses on the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives, and empirically supported approaches are reviewed. Techniques for assessment, treatment and care coordination are discussed. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. Prior completion of, or concurrent enrollment in CDSC 101 is required. 3 Cr. (3 Lec.)

CHEMISTRY

CHEM101 Principles of Chemistry I

This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Quantitative laboratory experiments are performed utilizing fundamental principles studied in the course. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM102 Principles of Chemistry II

This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM107 General Chemistry I

This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, and phase changes. Laboratory experiments relate to the lecture topics, and most are of a quantitative nature. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 100 and college prep chemistry with a minimum NYS Regents Exam grade of 80%; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM108 General Chemistry II

This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, nuclear reactions, and radiation. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

CHEM205 Organic Chemistry I

This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. Prerequisites: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

CHEM206 Organic Chemistry II

Designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. Topics include general chemical organic reaction types and mechanisms, synthesis and reactions of alcohols, amino compounds, and carbonyl compounds such as aldehydes, ketones, carboxylic acids, and beta (B) diketo compounds, heterocyclic aromatic compounds, and various biological compounds. Emphasis is placed on reaction mechanisms, and a survey of biological macromolecules. Prerequisites: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) 06/04/2013

CHINESE

CHIN101 Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.,)

CHIN102 Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

COMMUNICATION & MEDIA ARTS

COMM100 Creating Online Media

This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

COMM101 Mass Media

A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

COMM110 Aesthetics/Techniques of Video and Film Editing

This course provides students with an increased capacity to articulate concepts and ideas pertaining to production situations using visual media. Commonly used compositional structures are analyzed through classical films, works of art, and contemporary photojournalism. Other visual elements discussed include body language, as well as gender and cultural considerations. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM111 Foundations of Digital Editing

Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM112 Foundations of Motion Graphics

This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMM115 Introduction to Digital Video

This is a basic, practical, hands-on introduction to the creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.)

COMM120 Broadcast Operations

This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM140 Introduction to Field Production

A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM145 DVD Authoring

DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160 Broadcast Journalism

This is an intensive seminar on broadcast news gathering with practical emphasis on news writing and reporting for radio and television. Topics include ENG (electronic news gathering) and broadcast news style and theory. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

COMM170 Broadcast Copywriting

This is a second-level writing course intended to teach students to write creative radio and television commercials. Correct grammar, structure, and style are important factors in student success. In-class writing assignments are a significant part of the learning experience. Those, as well as homework assignments, are read aloud in class and critiqued on the spot. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

COMM210 Production and Direction

An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM220 Radio Production

This course focuses on the techniques of radio production with emphasis on the use of equipment in the broadcast situation, as well as the general operation of a radio station. Announcing, editing, mixing, and remote production are covered. Substantial outside preparation is required. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM225 Communication Law and Ethics

The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the “working world”. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

COMM230 Broadcast Communication Skills

The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM235 Multi-Track Recording

Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, “industry-standard” editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. The class meets off campus in Ithaca. Additional fee required. Prerequisites: COMM 220; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMM240 Non Fiction & Fiction Field Production

An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker’s “voice” within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

COMM245 Professional Video Editing and Post Production

This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

COMM250 Sports Field Production

Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.)

COMM262 Portfolio Preparation-Communication

Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.)

COMM265 Communication & Media Arts Internship

This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.)

COMM 270 Hollywood: On Location

Students spend 20 days in California touring studios, speaking with industry leaders, and working as interns on Hollywood productions. Intended for second year Digital Cinema and Broadcast Production -Television majors, the entertainment industry and the vast history of storytelling in Hollywood are explored and researched. Students produce a film or television episode working alongside industry professionals. They develop research skills, storytelling techniques, networking skills, collaboration and leadership skills. The course consists of 40 lecture hours in meetings prior to the Hollywood trip; 30 lecture hours during the trip; and 105 lab hours for fifteen out of the 20 days in Hollywood. Students must be in good academic standing with a 3.2 GPA or higher; they must submit a faculty recommendation and an application. The Dean of Academics and the course instructor select a limited number of students based on the course requirements and completed prerequisites. Substantial course fee. Prerequisites: COMM 210; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 095 if required by placement testing; RDNG 116 if required by placement testing. 6 Cr. (4 Lec, 2 Lab)

COMM280 Communication & Media Arts-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

COMM285 Radio News Production

This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.)

COMM290 Television News Production

This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

COMM295 Television News Production and Origination

The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.)

COMM298 Cinema Capstone Cross-listed as ENGL 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.)

COMPUTER APPLICATIONS

CAPS100 Keyboarding for Computers

Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing.
1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS101 Introduction to Computers

An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS105 Word for Personal Use

Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks)

CAPS111 Introduction to Word Processing

An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS113 Advanced Word Processing

Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS121 Introduction to Spreadsheets

An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS123 Advanced Spreadsheets

Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Excel. Topics include importing and exporting data, managing workbooks, formatting numbers, working with ranges, customizing excel, auditing worksheets, summarizing data, analyzing data (Pivot Tables, Goal Seek, and Solver); and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS131 Introduction to Databases

An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS133 Advanced Databases

This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS141 Presentation Software

An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS152 Web Page Design

An introduction to the development of web pages for the Internet. Topics include XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

CAPS155 Extensible Markup Languages Cross-listed as WD 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

COMPUTER FORENSICS

CFOR110 Security System Design and Analysis

This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CFOR210 Computer Forensics

This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR220 Intrusion Detection

This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR230 Search and Seizure-Legal and Privacy Issues

Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CFOR240 Economic Crime Investigation

Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMPUTER INFORMATION SYSTEMS

CIS 108 Introduction to Computer Information Systems

This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 132 Network Design

Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 213 Programming in C++

An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CIS 214 Systems Analysis and Design

An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 215 Operating Systems

An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 220 Database Concepts

Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 223 Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 225 JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 227 Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

CIS 230 Computer Information Systems Internship

Students work in local CIS settings performing tasks including: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

COMPUTER SCIENCE

CSCI160 Introduction to Computer Programming

This course introduces computer programming in a Windows environment to solve problems and process information. Topics include algorithms, decisions, repetition, files, arrays, procedures and graphic interface design using Visual Basic. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI165 Computing Fundamentals I

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 132 or three years of NYS Regents Mathematics; ENGL 099 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI205 Computing Fundamentals II

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSCI210 Assembly Language and Computer Systems

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

COMPUTER SUPPORT SPECIALIST

CSS 112 Hardware Repair and Maintenance

This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSS 212 Help Desk and User Support

This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CSS 240 Computer Support Specialist Internship

Provides a 14-week supervised work experience in the field of computer support. Students work in local computer support settings where they perform duties such as installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

CONSTRUCTION TECHNOLOGY

CONT107 Construction Materials

This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement. 3 Cr. (3 Lec.)

CONT115 Construction Estimating and Planning

This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

CONT202 Surveying

This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

CONT208 Construction Management and Regulation

This course covers “Basic Management” used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CONT210 Structural Design

An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centriods, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.)

CONT216 Materials Testing

This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; PHSC 104; RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

CRIMINAL JUSTICE

CRJU104 Introduction to Corrections Cross-listed as HUMS 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

CRJU105 Introduction to Criminal Justice

This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CRJU110 Police Patrol Operations

The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

CRJU205 Concepts of Criminal Law

Criminal law is analyzed with an emphasis on the statutory classifications of crime, the elements necessary to establish a crime and criminal intent, and the rights and duties of officers and citizens. Students read and analyze court cases which examine the penal statutes. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

CRJU210 Introduction to Criminal Investigation

Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU212 Community Corrections Cross-listed as HUMS 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU215 Legal Aspects of Evidence Cross-listed as PARA 216

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

CRJU 217 Ethics in Criminal Justice

This course is an examination of ethical considerations facing criminal justice practitioners. Topics include defining moral behavior; developing moral and ethical behavior; exploring ethics within law enforcement systems; ethics and the courts; ethics and corrections; the ethics of punishment; policy implications; professionalism; and the role of pride for practitioners. CRJU 217 fulfills the SUNY GEN ED Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in CRJU 105 or SOCI 101, and prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. Cr. 3 (3 Lec.)

CRJU230 Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105, CRJU 210, and SOCI 207; instructor permission; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (9 Lab.)

CRJU280 Independent Study-Criminal Justice

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

DRAF107 Engineering Graphics

This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.)

DRAF117 Architectural Drafting I

The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

DRAF118 Architectural Drafting II

This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

DRAF120 Introduction to Computer Aided Drafting

This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

EARLY CHILDHOOD

ECHD110 Children and the Arts

This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ECHD125 Introduction to Early Childhood Education Cross-listed as HUMS 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ECHD206 Infant/Toddler Environments and Curriculum

Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for

young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.)

ECHD225 Early Childhood Curriculum Development Cross-listed as HUMS 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.)

ECHD240 Techniques for Observing and Recording Young Children's Development

Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ECHD242 Guided Field Work - Early Childhood Education

This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.)

ECHD242H Guided Field Work Early Child Honors

This honors course is designed to provide members of the early childhood academy with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Academy students will complete specific enrichment experiences. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; permission of the Early Childhood Program Chair. 4 Cr. (1.5 Lec., 8 Lab.)

ECONOMICS

ECON101 Introduction to Economics

This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ECON120 Principles of Microeconomics

An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.)

ECON121 Principles of Macroeconomics

An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.)

EDUCATION

EDUC201 Introduction to the Teaching Profession

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The course explores the role of the family, the community, and society in the general process of education. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

EDUC295 Foundations of Education Cross-listed as SOCI 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ELECTRICAL ENGINEERING TECHNOLOGY

ELEC121 Digital Electronics I

An introduction to digital electronics. Basic digital concepts such as binary arithmetic and Boolean algebra are introduced and combinational logic circuits are analyzed and discussed. Combinational logic is then used to analyze MSI ICs like arithmetic, parity, and code conversion circuits. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 100, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ELEC126 Basic Electricity

This course provides an understanding of the principles of electricity as a foundation for further study in electronics or power. Direct current (DC) circuits containing voltage and current sources, resistors, capacitors, and inductors are analyzed. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: Prior completion or concurrent enrollment in MATH 100 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC127 Circuit Analysis

This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC130 Electronic Devices and Circuits

An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; prior completion or concurrent enrollment in MATH 122 or MATH 132; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.)

ELEC207 Fabrication Techniques

This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout

and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

ELEC222 Digital Electronics II

A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC223 Microcontroller Fundamentals

Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC233 Linear Integrated Circuits

An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

ELEC240 Computer Applications for Data Acquisition & Control

An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

EMERGENCY MEDICAL TECHNICIAN

EMT 220 Emergency Medical Technician

This course is designed to prepare students for New York State Emergency Medical Technician certification. Students successfully completing this course are able to take the New York State EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as treatment of medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 6 Cr. (4 Lec., 6 Lab.) Fall semester through March of the following spring semester.

EMT 230 Advanced EMT I

The first in a two course series, this course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. There is a heavy focus on competency in medical and trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the use of emergency medications. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification. 4 Cr. (2 Lec., 6 Lab.)

EMT 231 Advanced EMT II

This course is designed to prepare the student to perform advanced emergency medical care and qualify to take the New York State Advanced Emergency Medical Technician certification exam. It is the second in a two course series. This certification was formally known as the AEMT-Intermediate prior to adoption of the NHTSA national educational standards by NYS in 2013. This course is for professional rescuers. In this course, there is a focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions and the delivery of advanced trauma life support. The certified Advanced EMT will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: NYS EMT certification and enrollment in the previous semester Advanced EMT I course section. 4 Cr. (2 Lec., 6 Lab.)

EMT 240 Advanced EMT - Critical Care I

This course is the first in a two part course series that culminates in NYS practical skills examination at certification level. This course uses instructional scenarios in skill labs throughout the course to integr learning and psychomotor skills development in emergency patient management using advanced life techniques. In addition, the student participates in supervised hospital and field (ambulance) clinical e required for competency in managing patient care situations. Upon passing this course, the student w to take EMT-Critical Care II. Prerequisites: Current NYS EMT Basic certification, ENGL 099 or prior com concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent en MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.)

EMT 241 Advanced EMT - Critical Care II

This course is the second in a two part course series that culminates in NYS practical skills examination at the AEMT-CC certification level. This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the AEMT Critical Care level. Prerequisites: Prior completion or concurrent enrollment in EMT 240 Critical Care I; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (2 Lec., 6 Lab.)

ENGINEERING SCIENCE

ENSC137 Introduction to Engineering

Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.)

ENSC203 Electrical Science

DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.)

ENSC204 Mechanics of Materials

The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENSC209 Engineering Mechanics: Statics

A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENSC212 Dynamics

A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGLISH

ENGL099 Basic Writing Skills

This course helps students develop essential writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of a five-paragraph essay is included. Students must receive at least a “C” grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

ENGL100 Academic Writing I

This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. Prerequisites: C or better grade in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL101 Academic Writing II

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL101H Academic Writing II – Honors

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL102 Approaches to Literature

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL102H Approaches to Literature-Honors

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL103 Report Writing

Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 100 with grade of C or better; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

ENGL105 Beginning Acting

Students experience the various techniques involved in acting using body, voice, movement and character development. Activities include improvisation and scene development, with emphasis on participation and in-class exercises using the Stanislavsky System of actor training. Students maintain weekly character observation journals and write two short papers on the Stanislavsky System. ENGL 105 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

ENGL108 Performance Poetry & the Spoken Word

In this creative writing course, students will learn techniques for presenting, reciting, and performing original work, with an emphasis on poetry. In class, students will examine various poetry performances while developing their own poetic voice and performance piece The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL135 Writing Workshop - Short Narrative Film

This course explores creative techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL200 Screenwriting

This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, creative concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL201 Fundamentals of Speech

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL204 Fundamentals of Interpersonal Communication

This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL205 American Literature I

This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206 American Literature II

This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL208 Introduction to Native American Literature

Exposes students to the body of English-language literature arising from the native cultures indigenous to the contiguous United States. Works studied range in time from before the Revolutionary War to the present; range in origin from the Iroquois/Creek confederacies of the East to the Athabascan cultures of the West; range in genre from oral literature to the novel; and range in form from text to film. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL215 Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL216 Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. Close analysis of appropriate texts and films, creative problem solving, organizational strategies, and story development are emphasized. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL218 Smart TV Cross-listed as SOCI 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ENGL220 Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if requiredhh by placement testing. 3 Cr. (3 Lec.)

ENGL225 World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL226 World Literature II

An analytical overview of the master works of world literature from the Age of Reason to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL227 Creative Writing Workshop

Incorporates experiments in imaginative expressions in short fiction and poetry, and strategies and techniques for writing and editing. In addition to class discussion, workshops, and personal conferences with the instructor, the course includes intensive reading of significant modern writers. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) ENGL229 Introduction to Poetry This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

ENGL233 Film Analysis

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

ENGL235H Studies in Leadership – Honors

This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.)

ENGL237 Journalism

This course introduces students to current theory and practice with an emphasis on the development of writing competencies in the major journalistic modes. Objectivity, fairness, balance, ethics, and publication law are discussed. Writing assignments include news, sports, profiles, features, and editorials. Prerequisites: ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL239 Newspaper Editing

This course stresses the roles and expertise of both copy editor and news editor. Topics include history, law and ethics of the press, editing for style, grammar, objectivity, fairness and balance, composing headlines, page make-up, and the organization of the small newspaper. Prerequisites: ENGL 237; MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

ENGL245 Survey of British Literature I

A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL246 Survey of British Literature II

The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL247 Beat Movement in American Literature

An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL248 Contemporary Women Writers Cross-listed as WGST 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL250 Field Studies in Literature

This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.)

ENGL255 Writing Television Drama & Comedy

This course explores the creative process of researching and writing drama and comedy for series television. After close analysis of appropriate texts and series episodes, students develop and write scenes for a current sitcom and a current drama. In addition, they complete a spec teleplay for a current drama or comedy series. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL256 Playwriting

In this creative writing course, students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL257 Directing

Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL258 Creative Nonfiction

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fufills the SUNY General Education requirement in the Arts. Prerequisite: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL260 Creative Writing Portfolio

Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL261 Visiting Writer Series Workshop

This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (1 Lec.)

ENGL262 Writing Workshop – Poetry

In this creative writing workshop, students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL271 Writing Internship

This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.)

ENGL274 Marketing the Screenplay

Examines approaches screenwriters use to get their creative work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL275 Getting Published - Prose and Poetry

This course examines the approaches creative writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

ENGL280 English-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

ENGL285H Classic Epic in Transition - Honors Cross-listed as HUMN 285

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and t ragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGL298 Cinema Capstone Cross-listed as COMM 298

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.)

ENVIRONMENTAL STUDIES

ENVS101 Biological Resource Conservation

Explores the biological dimensions of natural-resource management issues. Included are discussions of population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

ENVS102 Technology and the Environment

Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

ENVS105 Environmental Ethics

At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENVS107 Economy, Society & Environment Cross-listed as POSC 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

ENVS108 Environmental Psychology Cross-listed as PSYC 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENVS295 Global Seminar Cross-listed as ANTH 295

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENVS295H Global Seminar-Honor Cross-listed as ANTH 295H

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

ESL 080 English as a Second Language – Basic

This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.)

ESL 090A English as a Second Language – A

This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 090B ENGL as a Second Language - B

This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 095A English as a Second Language I/A

This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 095B ENGL as a Second Language I/B

This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade. 4 Equiv. Cr. (4 Lec.)

ESL 101 English as a Second Language I

This course is designed for non-native speakers of English who have good conversational English skills and wish to begin developing academic English language skills. Students in the course will work on improving listening, speaking, reading and writing skills using college level materials. They will begin to develop the language skills needed to undertake an academic program at an American college or university. Particular emphasis is placed on being able to write with good control of basic grammar. Substantial outside preparation and lab or online work are required. Students will need to pass a writing test at the end of this course in order to continue in their course work at TC3. Prerequisites: Completion of ESL 095B with a C or better grade, or appropriate score on the placement test. 8 Cr. (8 Lec.)

ESL 103 English as a Second Language II

This course is designed for non-native speakers of English who have excellent conversational skills in English, but who need to improve their academic English skills before entering a full program of study at a college or university. Students develop their skills in listening, speaking, reading, and writing skills using college level materials. Particular emphasis is placed on being able to complete basic academic writing such as the essays in different rhetorical modes. Substantial outside preparation and lab or online work are required. Prerequisites: Appropriate assessment test score or completion of ESL 101 with a grade of C or better. 8 Cr. (8 Lec.)

ESL 105 Conversation Connection

Supplementing the academic ESL courses, non-native English students learn about pronunciation issues and practice real-world language functions. Students analyze conventions of daily, informal speech in American culture, compare American conventions to those of their culture, and obtain significant practice in using those American conventions. The course is graded Pass/Fail. Prerequisites: Concurrent enrollment in ESL 095 or ESL 101 or ESL 103. 1 Cr. (1 Lec.)

FITNESS

FITN101 Swimming I

Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.)

FITN102 Swimming II

The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, and tuck and pike surface dives. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.)

FITN104 Racquetball, Handball & Squash

This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN106 Modern Dance

This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (2 Lab.)

FITN108 Adult Recreation and Fitness

This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN109 Skiing and Snowboarding

Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN112 Water Safety Instruction

This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

FITN116 Tennis I

Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN117 Tennis II

This course is designed to be a follow-up to FITN 116 - Tennis I. Students with basic tennis skills will increase their tactical knowledge and refine their skills in order to participate at a higher more competitive level. Prerequisites: FITN 116; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN118 Aerobic Dance

Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN119 Fly Fishing

This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN120 Archery I

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN121 Archery II

A continuation of FITN 120 - Archery I, the course provides opportunities for students to increase his/her tactical knowledge and refine their skills. Advanced sighting techniques (bow sights) and long-range shooting are emphasized. Class bows provided. Additional fee required. Prerequisites: FITN 120; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN130 Varsity Athletics I

Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN140 Coed Sports

This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN141 Coed Basketball

Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN142 Coed Sports After Fifty

This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN143 Coed Lacrosse

Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN145 Coed Soccer

Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN147 Coed Softball

Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN149 Coed Volleyball

Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN151 Coed Golf

Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN160 Backpacking Cross-listed as RECR 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN161 Mountain Biking Cross-listed as RECR 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN162 Sailing Cross-listed as RECR 162

Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

FITN163 Teambuilding and Group Initiative Activities Cross-listed as RECR 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN164 Snowshoeing Cross-listed as RECR 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN165 Canoeing Cross-listed as RECR 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN166 Cross Country Skiing Cross-listed as RECR 166

Covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. Additional fee required. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN180 Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.)

FITN203 Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab. for 5 weeks)

FITN204 Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.)

FITN205 Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.)

FITN208 Weight Control

This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN 208 Weight Control

This course focuses on basic principles of weight control through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN213 Self Defense

An introductory level course in practical self defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN215 Aerobic Conditioning

This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN216 Lifeguard Training

Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.)

FITN221 Snow Sports Instructor’s Course

This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN230 Varsity Athletics II

This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one’s health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

FITN240 Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

FITN276 Outdoor Recreation Field Adventure Cross-listed as RECR276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FRENCH

FREN101 French I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

FREN102 French II

This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

FREN201 Intermediate French I

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FREN202 Intermediate French II

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.) Occasionally.

FRESHMAN SEMNINAR

FSS 110 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 115 Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

FSS 118 Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 120 Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an in-depth exploration of issues related to college success, and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of ones own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following a degree at TC3. Students wishing to enroll after their first semester must request permission of the Freshman Success Coordinator or the Student Success Coordinator. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.

FSS 131 Self and World

Welcome students! If you are taking this course, you're a first semester student in the Liberal Arts and Sciences - General Studies, Exploratory degree program. That means that college is new to you, and you're not sure what you want to study or what your career aim is. This class will help you 1) create strong relationships with your teachers and peers; 2) figure out how to "do college" successfully; 3) discover how to apply your experiences, interests, and strengths to your learning; and 4) explore academic majors and career possibilities that match your interests. Unlike many classes you have taken in the past, where your job was to learn the "material" the teacher taught this class is about learning from your own and your classmates' experiences. You will be thinking deeply, reading actively, and writing a lot, but what you think, read, and write about will be relevant to you. You'll work hard, and you'll have fun. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

FSS 132 Freshman Seminar - Environmental Studies

This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 137 Freshman Seminar-New Media

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 138 Freshman Seminar – Math/Science

This is a required first semester course for students in the Liberal Arts and Sciences Math/Science A.S. degree program. Students will be given instruction in support services (faculty suites, secretaries, counseling, labs, etc.) and online instruction for angel courses and creating schedules. Students are introduced to the Liberal Arts and Sciences Math/Science program, career options and transfer options in math, biology, chemistry, and physics. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

FSS 160 Freshman Seminar - Communication and Media Arts

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.)

FSS 175 Freshman Seminar - Sport Management

This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

GEOGRAPHY

GEOG120 World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

GEOLOGY

GEOL101 Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

GEOL125 Biology and Earth Science for Teachers Cross-listed as BIOL 125

The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.)

GERMAN

GERM101 Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

GERM102 Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

HEALTH

HLTH101 Care of the Dying: Practical and Moral Issues

In this course the issues concerning death and the process of dying are explored. The emphasis is on examining ways of improving how we care for those who are dying. The psychosocial and physical problems encountered in life limiting illness, the hospice approach to these problems, and how culture affects dying are discussed. Students explore their own feelings about death and caring for the dying. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec. for 7.5 weeks)

HLTH104 Medical Terminology Cross-listed as NURS 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

HLTH126 Health and Fitness

Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

HLTH135 Therapeutic Touch: Massage Techniques Cross-listed as NURS 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.)

HLTH205 First Aid and Safety Education

This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HLTH206 Personal Health

Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH207 Drug Studies

This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH208 Alcohol and Alcoholism

A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH210 Consumer Health Issues

This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HLTH215 World Health Problems

The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability and quality, human waste disposal, malnutrition, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HLTH216 International Health On-Site - Study Abroad

A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.)

HISTORY

HSTY101 Development of the Western Tradition I

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY102 Development of the Western Tradition II

This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY110 World History to 1500

This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY111 World History Since 1500

This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY201 American History to 1877

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY201H American History to 1877 – Honors

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY202 American History Since 1877

This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY202H American History Since 1877 – Honors

This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY215 History of Latin America

This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY225 African American History

This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY230 History of Ireland - Study Abroad Cross-listed as POSC 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

HSTY233 Women in U.S. History Cross-listed as WGST 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY235 Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be on the tangled relationship between church and state, the evolving lives of common people, and the development of law and government systems. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HSTY252 Native American History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HSTY255 Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. HSTY 255 fulfils the SUNY General Education American History requirement. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HSTY260 Topics in Modern Latin America Cross-listed as POSC 260

This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

HSTY280 History-Independent Study

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

HSTY290 Social Science Capstone Course Cross-listed as ANTH 290 or PSYC 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

HOTEL AND RESTAURANT MANAGEMENT

HRMG100 Introduction to the Hospitality Industry

A study of the growth and development of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization. Areas covered include hotels, restaurants, resorts, wineries, casinos, and travel and tourism. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG101 Food Service and Preparation I

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG102 Food Service and Preparation II

This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.)

HRMG103 Rooms Division Management

This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through property management system simulation training, property tours, and lecture, students will gain an understanding of the various areas of the rooms division within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HRMG105 Food Sanitation & Safety

The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

HRMG107 Safe Alcohol Handling

The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

HRMG201 Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG205 Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG206 Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HRMG213 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.)

HRMG216 Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.)

HRMG218 Int'l Hospitality Experience-Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in course. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school dual credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens. 3-15 Cr. (15 Weeks)

HRMG220 International Culture & Cuisine - Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.)

HUMAN SERVICES

HUMS104 Introduction to Corrections Cross-listed as CRJU 104

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HUMS105 Introduction to Human Services

The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS110 The Helping Relationship

A study of the fundamental nature of the helping relationship, with emphasis on essential personal characteristics, knowledge acquisition, and skill development. Opportunities are provided to develop helping techniques such as interviewing, effective communication, assessing needs, establishing goals, and evaluating outcomes. The advantages and limitations of each technique are considered. Student self-evaluation of needs, abilities, and personal values are ongoing components of the course. The course is intended for human service students, as well as for interested community members. Prerequisites: C or better grade in HUMS 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HUMS111 Introduction to Gerontology

This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS114 The Process of Group Communication

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

HUMS125 Introduction to Early Childhood Education Cross-listed as ECHD 125

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

HUMS128 The Family: Strength-Based Intervention

A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS206 Juvenile Delinquency Cross-listed as SOCI 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HUMS212 Community Corrections Cross-listed as CRJU 212

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

HUMS218 Home and Community Based Services for Older Persons

This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMS225 Early Childhood Curriculum Development Cross-listed as ECHD 225

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.)

HUMS229 Applied Methods in Human Services

This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

HUMS230 Human Service Internship

The internship experience provides an opportunity for students to spend 16 hours per week in direct service within social and educational agencies in the community. The 224 hours of fieldwork are completed during the spring semester and provide a forum to practice and develop helping skills expected of beginning professionals in human services. Prerequisites: ENGL 101; HUMS 105; HUMS 110; HUMS 229; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 6 Cr. (1 Lec., 15 Lab.)

HUMANITIES

HUMN232 Introduction to World Religions

An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

HUMN285H Classic Epic in Translation - Honors Cross-listed as ENGL 285H

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

INFORMATION RESOURCE MANAGEMENT

IRM 101 Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.)

INTERNATIONAL EDUCATION

IED 160 International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of appropriate courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab).

IED 260 Culture Survey for Study Abroad Cross-listed as ANTH 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicaragua, Ecuador, Spain, Italy, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

ITALIAN

ITAL101 Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

ITAL102 Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 or ESL 103and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATHEMATICS

MATH090 Pre-Algebra

This course is designed for students who need to review certain mathematical skills in fractions, decimals, and percents. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. A basic calculator with percent and square root keys is required. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. This course will be substantially revised in spring 2014 (see section description). Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

MATH095 Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, linear equations with applications, exponents, operations with polynomials, factoring, and graphing linear equations. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

MATH100 Intermediate Algebra

This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH109 Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH110 Topics in Mathematics

This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

MATH113 Mathematics for Elementary School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. No calculator use is allowed during class or on tests. Prerequisites: C or better grade in MATH 100 if required by placement testing; RDNG 116 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH115 Mathematics for Elementary School Teachers II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH122 Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATH132 College Algebra and Trigonometry

This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL 100 or ESL 103, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

MATH135 Pre-Calculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

.

MATH181 Discrete Mathematics

This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, logic, methods of proof, counting methods, graph theory, and trees. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH200 Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

MATH201 Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives and anti-derivatives of algebraic, trigonometric, logarithmic, and exponential functions, and the definite integral. Applications include curve sketching, optimization problems, and related rates. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH202 Calculus II

This course is a continuation of Calculus I. Topics include: slope fields, applications of separable differential equations, area between two curves, volumes of revolution, arc-length, work, advanced integration techniques (parts, trig integrals, trig substitution, and partial fractions), L'Hopital's Rule, improper integrals, infinite series, parametric equations, and polar coordinates. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH203 Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes and surfaces in space, cylindrical and spherical coordinates, differentiation and integration of vector-valued functions, tangent vectors and normal vectors, partial derivatives, directional derivatives and gradients, tangent planes and normal lines, multiple integrals, multiple integrals in cylindrical and spherical coordinates, line integrals, conservative vector fields and independence of path, Green's theorem, surface integrals, divergence theorem, flux, and Stoke's theorem. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 4 Cr. (4 Lec.)

MATH206 Differential Equations

An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.)

MATH208 Linear Algebra

This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.)

METEROROLOGY

METR101 Introductory Meteorology

A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.)

MUSIC

MUSI101 Music Appreciation

This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI103 College Community Chorus

Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

MUSI108 Music Theory I

This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI109 Music Theory II

A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.)

MUSI115 Small Ensemble-Recorder

This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing.

MUSI117 Applied Music-Piano

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI118 Applied Music-Guitar

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI120 Applied Music-Voice

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

MUSI127 Applied Music-Piano

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

MUSI128 Applied Music-Guitar

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

MUSI130 Applied Music-Voice

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.)

NURSING

NURS102 New York State Coalition: PN to RN Transition

Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Offered exclusively in an online format.

NURS104 Medical Terminology Cross-listed as HLTH 104

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

NURS110 Fundamentals of Nursing

The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.)

NURS120 Critical Thinking in Medical Surgical Nursing

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.)

NURS135 Therapeutic Touch: Massage Techniques Cross-listed as HLTH 135

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.)

NURS200 Simulation in Nursing

This is a web enhanced and experiential learning course which explores the role of the nurse, appropriate nursing skills, critical thinking, ethical decision making, clear communication skills, team collaboration, delegation, cultural sensitivity/awareness, and professionalism in a safe environment using high fidelity simulation. Real life clinical reasoning scenarios, instructioning, reflective learning, and debriefing are course components. Through the application of multiple levels of patient case scenarios and simulations, integration of quality and safety in patient care is demonstrated through the utilization of nursing and scientific knowledge related to diseases processes including effects on the pathophysiology of the patient. Students are administered sequential decision making events within an environment that mimics a clinical setting. Student simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional registered nurse. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL132; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., .5 Lab)

NURS208 The Art and Science of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.)

NURS225 Professional Practice and Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.)

NURS225H Professional Practices & Complex Nursing Care – Honors

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role.
The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Students in the honors section will engage in an original research project focused on contributing a manuscript for submission to a nursing journal. To enroll in NURS 225H, the student must have a cumulative 3.5 GPA, be eligible for PTK, or be granted permission by the Chair of the Nursing Department. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.)

NURS232 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 2 Cr. (6 Lab.)

NURS233 Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 3 Cr. (9 Lab.)

NURS241 Pharmacology for Nurses and Allied Health Professionals

This is a comprehensive pharmacology course which explores the basic principles of pharmacology, the legal and ethical foundations of safe medication administration, the role of the nurse in medication administration, lifespan considerations, and the major classifications of medication, including therapeutic actions and uses, clinical significance, nursing implications, adverse effects, and client and family teaching. Prerequisites: NURS 110, BIOL 131, and ENGL 101; prior completion or concurrent enrollment in NURS 120 and BIOL 132. 3 Credits (Lec.),

OFFICE MANAGEMENT AND ADMINISTRATION

OFFC101 College Keyboarding and Document Processing

Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

OFFC110 Word Processing for Computers Using Microsoft Word

Students are prepared to use the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 4 Cr. (3 Lec.,3 Lab.)

OFFC203 Administrative/Automated Office Procedures

Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

OFFC211 Intermediate College Keyboarding & Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.)

OFFC221 Advanced College Keyboarding and Document Processing

As the capstone experience for the Office Management and Administration degree program, the goal of this course is to advance students' ability to handle keyboarding and document processing in a variety of offices, such as sales, research, medical, legal, and engineering. Students learn how to type complicated tables and statistical reports, design newsletters, design and prepare their own letterhead and business forms. They are required to compose letters and memos with a minimal amount of instruction. All work is done using Word. Students are expected to know how to use the advanced features of Word, spreadsheet tables, sort and select, snaking/side-by-side columns, styles, macros, fonts, graphics/draw, and be able to apply them when designing various documents. Prerequisites: OFFC 110; OFFC 211; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.)

OFFC230 Office Management and Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/ administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course,

students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.)

PARALEGAL

PARA101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PARA130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.)

PARA205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA213 Constitutional Law Cross-listed as POSC 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARA213H Constitutional Law – Honors

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARA215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA216 Legal Aspects of Evidence Cross-listed as CRJU 21

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PARA220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARA230 Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.)

PARA231 Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.)

PARC101 Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major . 3 Cr. (3 Lec.)

PARC130 Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.)

PARC205 Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC210 Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.)

PARC213 Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisites: Paralegal Studies certificate major; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PARC215 Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC216 Legal Aspects of Evidence

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights and case studies. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.)

PARC220 Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC225 Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.)

PARC226 Bankruptcy

Topics covered are terminology, US Bankruptcy Code, fact and case analysis, pleadings and documents, procedures and remedies, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, fraudulent conveyances, preferences, stays, reorganization plans, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.)

PARC230 Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.)

PARC231 Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.)

PHILOSOPHY

PHIL101 Introduction to Philosophy

A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PHIL201 Contemporary Moral Issues

An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PHYSICS

PHSC104 General Physics I

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

PHSC105 General Physics II

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

PHSC211 Physics I (Mechanics and Heat)

This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.)

PHSC212 Physics II (Electricity and Magnetism)

This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.)

PHSC213 Physics III (Waves, Optics and Modern Physics)

This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.)

POLITICAL SCIENCE

POSC103 American National Government

An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC104 American State and Local Government

This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC107 Economy, Society & Environment Cross-listed as ENVS 107

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

POSC112 Public Administration

An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC213 Constitutional Law Cross-listed as PARA 213

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC225 Comparative International Politics

This course introduces students to the various nation-states of the world and compares governmental development, political history, and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisite: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

POSC230 History of Ireland Cross-listed as HSTY 230

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

POSC260 Topics in Modern Latin America Cross-listed as HSTY 260

This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.)

PSYCHOLOGICAL EDUCATION

PSED 160 Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.)

PSED213 Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best "market" themselves in today's job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

PSYCHOLOGY

PSYC101 Psychology of Personal Growth

An applied psychology course providing opportunities for students to learn about and examine their own personal growth. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec).

PSYC103 Introduction to Psychology

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PSYC103H Introduction to Psychology - Honors

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PSYC108 Environmental Psychology Cross-listed as ENVS 108

A review of various topics and concerns regarding our environment, human behavior, the power of place on our mind and body, and the reciprocal nature of human-environment interactions. Current environmental problems will be examined from a variety of psychological perspectives. Emphasis will be placed on how our surroundings shape our thoughts, emotions, and actions. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

PSYC200 Theories of Personality

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC200H Theories of Personality-Honors

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC201 Social Psychology

A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

PSYC205 Developmental Psychology: The Child

The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC207 Developmental Psychology: The Adolescent

Physical, cognitive, and social-emotional development of the adolescent are studied from the social scientific perspective. Emphasis is placed on the normative experiences, as well as problems adolescents face as they mature in today's rapidly changing society. Concepts such as the scientific method, intelligence, emotions, values, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field of adolescent development. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

PSYC208 Developmental Psychology: The Adult

Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC209 Abnormal Psychology

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC209H Abnormal Psychology-Honors

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

PSYC216 Introduction to Experimental Psychology

An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.) Occasionally.

PSYC218 Educational Psychology

An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.)

PSYC290 Social Science Capstone Course Cross-listed as ANTH 290 or HSTY 290 or SOCI 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

READING

RDNG099 Active Literacy

This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.)

RDNG116 College Reading and Study Skills

This course is designed to help students improve their college reading skills, study skills, critical reading skills, and critical thinking skills. Emphasis is placed on developing effective reading and listening strategies for use with college textbooks, classroom lectures, and small group activities. The course also focuses on strategies for dealing effectively with other academic reading materials such as scholarly journals and trade periodicals. Students will develop models for classroom note-taking, textbook reading/study techniques, test-taking strategies, and reading and analyzing various types of expository writing. Students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

RECREATION LEADERSHIP/OUTDOOR EDUCATION

RECR110 Introduction to Recreation

This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

RECR120 Leadership in Recreation

Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

RECR150 Play Across Cultures Cross-listed as SOCE 150

Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR160 Backpacking Cross-listed as FITN 160

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR161 Mountain Biking Cross-listed as FITN 161

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR166 Cross-Country Skiing Cross-listed as FITN166

Covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. Additional fee required Prerequisite: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR162 Sailing Cross-listed as FITN 162

Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR163 Teambuilding and Group Initiative Activities Cross-listed as FITN 163

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR164 Snowshoeing Cross-listed as FITN 164

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR165 Canoeing Cross-listed as FITN 165

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR166 Cross Country Skiing Cross-listed as FITN166

Covers the fundamentals of Cross Country Skiing as a lifetime leisure activity including specific techniques, skills, information, and practical experiences. The majority of the class is held outside skiing in the local winter weather. Cross Country Skis and boots are provided; however, students are welcome to use their own personal equipment as well. Additional fee required. Prerequisite: Prior completion or concurrent enrollment in ENGL 099, MATH 090, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.)

RECR201 Introduction to Therapeutic Recreation

A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices, and procedures of therapeutic recreation. Students examine the role of the therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

RECR210 Diversity and Inclusion in Recreation

This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR215 Recreation and the Expressive Arts

This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. A combination of lecture, studio, and field trip experiences are used. RECR 215 fulfills the SUNY General Education Arts requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab)

RECR220 Programming in Recreation and Leisure

A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR230 Personal Training & Aerobic Leadership

Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

RECR232 Exercise Physiology Cross-listed as BIOL232

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.)

RECR260 Outdoor Education and Camp Counseling

This course, which includes field and camp experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

RECR274 Outdoor Recreation Pursuits

Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.)

RECR276 Outdoor Recreation Field Adventure Cross-listed as FITN 276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

RECR284 Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.)

RECR285 Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.) 06/04/2013

RUSSIAN

RUSN101 Russian I

This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

RUSN102 Russian II

This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.)

SOCIAL SCIENCE

SOCE131 Introduction to Men's Studies Cross-listed as WGST 130.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCE150 Play Across Cultures Cross-listed as RECR 150.

Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCE200 Baseball in American Culture

Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCE201 Human Sexuality

The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.)

SOCE205 Organizational Behavior

Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.)

SOCE258 Creative Nonfiction Cross listed as ENGL258

This course offers an introduction to the art of writing creative nonfiction, focusing on the genre's five hallmarks (Gerard, Creative Nonfiction: Researching and Crafting Stories of Real Life). Using real life as its focus, creative nonfiction has an apparent subject and a deeper subject; addresses enduring human concerns; is rendered as narrative; is based on the author's observations, reflection and research; and employs the conventions of the writing craft. Combining observation, research, and the writing process, students will produce original texts that artfully render lived experience. ENGL/SOCE 258 fufills the SUNY General Education requirement in the Arts. Prerequisite: ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCIOLOGY

SOCI101 Introduction to Sociology

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI101H Introduction to Sociology – Honors

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI201 Sociology of the Family

This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI203 Race and Ethnicity in American Society

This course introduces students to the sociological study of race and ethnicity. Emphasis is placed on examining both the social construction of race and ethnicity and the particular experiences of various racial groups in the United States. While the course focuses on race and ethnicity in the United States, it seeks to compare and contrast the U.S. experience of race and ethnicity with other nations and countries across the globe. Topics include, but are not limited to, historical and contemporary racial formation and classification schemes; formations of racial and ethnic identities; and the political, geographic, cultural, and economic implications of racial and ethnic segregations. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI205 Contemporary Social Problems

A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI206 Juvenile Delinquency Cross-listed as HUMS 206

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI207 Introduction to Criminology

Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI218 Smart TV Cross-listed as ENGL 218

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SOCI220 Dev Anthropology in a Globalizing World Cross-listed as ANTH 220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.)

SOCI228 Sociology of Popular Culture

This course uses sociology in order to gain an understanding of the role that media and popular culture play in the larger society as well as within our own lives. Students gain an overview of the sociology of media and popular culture and explore more focused topics in the area, including the creation of identities, fads, advertising, the establishment of "decency" and social norms, and the impact of the news media. Prerequisite: SOCI 101; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SOCI280 Independent Study-Sociology

This course will enable the student to do in-depth research on some aspect of his/her interest. Faculty member approval is required prior to registration. Prerequisite: ENGL 101 and instructor permission. 1-3 Cr.

SOCI290 Social Science Capstone Course Cross-listed as ANTH 290 or HSTY 290 or PSYC 290

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.)

SOCI295 Foundations of Education Cross-listed as EDUC 295

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPANISH

SPAN100 Occupational Spanish

Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPAN101 Beginning Spanish I

Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. Two hours a week of laboratory activities reinforce the skills learned in the classroom sessions. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 or ESL 103 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.)

SPAN102 Beginning Spanish II

Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and past indicative tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN201 Intermediate Spanish I

This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. An honors section is offered. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.).

SPAN202 Intermediate Spanish II

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN280 Hispanic Literature and Culture I

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 or ESL 103. 3 Cr. (3 Lec.)

SPAN281 Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. Prerequisites: SPAN 280; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ENGL 100 or ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

SPORT MANAGEMENT

SPMT150 Foundations of Sport Management

Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

SPMT190 Event Practicum I

This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Corequisite: SPMT 150. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

SPMT195 Event Practicum II

Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.)

SPMT255 Sport Event Management

Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SPMT260 Sport Media Management

This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

SPMT270 Sport Facilities/Venue Management

The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WEB DESIGN

WD 155 Extensible Markup Language Cross-listed as CAPS 155

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks)

WD 157 Web & Mobile Design

An introduction to the development of Web pages for the Internet including mobile devices. Topics include device independent HTML5, CSS3, and JavaScript including content-specific elements, links, multimedia, 2D/3D graphics, and JavaScript. This course is designed for the student who would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her Web pages, and to enhance his/her ability to create practical and compelling device independent Web sites. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing.3 Cr. (2 Lec., 2 Lab, 15 weeks)

WD 220 PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.)

WD 256 Web & Mobile Design Solutions

This course provides an opportunity for students with advanced web and mobile design skills to further strengthen and apply their web and mobile proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web and mobile design, implementation, and problem resolution. Prerequisites: CAPS/WD 153 or WD 157; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks)

WINE MARKETING

WINE120 Survey of Wine and Alcoholic Beverages

This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WINE130 Grape Growing and Wine Business

This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WINE200 Sensory Evaluation for Wine and Food Pairing

This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WINE202 Beverage Studies

This course is a study of a range of both alcoholic and non alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WINE213 Wine Marketing Internship

Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.)

WINE220 Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WOMEN & GENDER STUDIES

WGST100 Perspectives on Women - An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.)

WGST120 Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.)

WGST125 Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WGST130 Introduction to Men's Studies Cross-listed as SOCE 131

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WGST200 Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.)

WGST225 Women & Gender Studies Internship

The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.)

WGST233 Women in U.S. History Cross-listed as HSTY 233

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.)

WGST248 Contemporary Women Writers Cross-listed as ENGL 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.)

WGST280 Women & Gender Studies-Independent Study

This is an advanced course of study enabling the student to conduct in-depth research on an aspect of interest in the field of Women and Gender Studies based on a mutual agreement between the student and faculty member. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.)

2012-13 Tompkins Cortland Community College
Course Descriptions

Current course descriptions are available online through the TC3 Catalog. This document is to be used in conjunction with the archived 2012-13 TC3 Online Catalog. All online catalogs, both current and archived, access only current course descriptions.

July 7, 2012 - FINAL

ACAD100
Introduction to the College Experience

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ACAD150
College Success Seminar

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ACAD175
Academic Success-Continuing Students

Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behavior for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Grading is Pass/Fail. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall and spring semesters.

ACCT101
Principles of Accounting I

Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT102
Principles of Accounting II

This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT120
Accounting on Microcomputers

Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ACCT203
Intermediate Accounting I

Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

ACCT204
Intermediate Accounting II

This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT205
Cost Accounting

Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT207
Income Taxation

This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ANTH201
Introduction to Anthropology

Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological (physical) Anthropology, Archaeology, Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology may also be explored. This course will offer the student insights into the prehistory and history of human development and the methods anthropologists use to study the human past, present, and future. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202
Cultural Anthropology

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement.

An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202H
Cultural Anthropology - Honors

Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH220
Development Anthropology in a Globalizing World
Cross-listed as SOCI220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.) Fall semester.

ANTH260
Culture Survey for Study Abroad
Cross-listed as IED 260

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicargua, Ecuador, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and language speaking skills of destination country are recommended. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

ANTH274
Archaeology Field School-Cayuga Nation

This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m.- 5:00 p.m.) for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.) Summer semester.

ANTH290
Social Science Capstone Course
Cross-listed as HSTY 290 or PSYC 290 or SOCI 290.

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH295
Global Seminar

Cross-listed as ENVS 295.

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ANTH295H
Global Seminar-Honors

Cross-listed as ENVS 295H.

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 101
History and Appreciation of Art I

A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in The Arts or Western Civilization. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ART 102
History and Appreciation of Art II

Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 104
History of Photography and Video

Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ART 106
Introduction to Photojournalism

This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 109
Graphic Design

An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 110
Design I

Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 111
Photography I

Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 112
Photography II

A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 114
Design II

Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 115
Painting I

Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 117
Visual Design for Electronic Media

Basic visual vocabulary of two-dimensional design for the electronic environment is introduced. The course provides experience in applying design concepts on the computer. Topics include principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 120
Drawing I

Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 122
Drawing II

By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 130
Ceramics

This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, use of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 180
Typography

Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 200
Illustration

An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 212
Digital Photography

This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 213
Dynamic Media I

This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117; ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 214
Dynamic Media II

This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 222
Advanced Digital Photography

This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 233
Animation

This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 254
Advanced Interactive Media Authoring

Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 260
Portfolio Preparation-Graphic Design

ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 261
Portfolio Preparation-New Media

ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 262
Portfolio Preparation-Photography

ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 270
Computer Graphics I

This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 271
Computer Graphics II

This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ASTR101
Introductory Astronomy

A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL100
Human Biology

Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL101
Principles of Biology I

BIOL 101 is the first course of a two-semester sequence presenting an overview of major biological principles. Course topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL102
Principles of Biology II

BIOL 102 is the second course of a two-semester sequence presenting an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics will include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL104
General Biology I

This is the first semester of an introductory level biology sequence designed for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who are interested in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL105
General Biology II

The second semester of an introductory biology sequence for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: BIOL 101 with a minimum grade of B and permission of instructor, or BIOL 104; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL112
Essentials of Medical Microbiology

Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

BIOL114
Essentials of Nutrition

An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL115
Field Natural History

An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

BIOL116
Tropical Field Natural History

This is a laboratory biology course for a general audience interested in learning more about the natural history of tropical ecosystems. Emphasis will be placed on identifying organisms in the field, critically observing the natural environment in its complexity, understanding basic ecological principles, and performing basic ecological research in tropical locations. Instructional modes include lectures, discussion, field experiences, and readings. This course fulfills a four-credit laboratory science requirement. BIOL 116 fulfills the SUNY General Education requirement in Natural Sciences. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; and instructor permission. 4 Cr. (2 Lec., 6 Lab.) Spring semesters.

BIOL125
Biology and Earth Science for Teachers

Cross-listed as GEOL 125.

The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL131
Princ of Human Anatomy & Physiolo I

This is the first course of an introductory two-course sequence in human anatomy and physiology. Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better) or BIOL 104 or CHEM 101 and BIOL 101. Prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL132
Princ of Human Anatomy & Physiolo II

The second course of a two-semester introductory sequence in human anatomy and physiology. Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. Prerequisites: BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL201
Human Anatomy and Physiology I

The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL202
Human Anatomy and Physiology II

The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL205
General Genetics

Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL206
Molecular Genetic Techniques

This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating exression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL211
Ecology

An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. Prerequisites: BIOL 102 or BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; MATH 095 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL216
General Microbiology

Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL220
Cell Biology

Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL221
Cell Culture Techniques

Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOT101
Introduction to Biotechnology

A required first semester survey course in the Biotechnology A.S. degree program. It also is appropriate for any student who wants to learn about the biotechnology field, and explore career opportunities relevant to his/her major. Guest lecturers from appropriate fields address issues related to intellectual property rights, bioentrepreneurial endeavors, biomanufacturing, and bioethics. In addition, ethics, quality control, and regulations are covered. The student project requires developing ideas into a biotechnology company. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

BIOT295
Biotechnology Seminar

Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate current issues, and present his/her findings and conclusions to the seminar. Prerequisites: RDNG 116 and MATH 095 if required by placement testing; ENGL 101; two 200 level BIOL (201, 202, 205, 206, 211, 216, or 220/221) courses; permission of the instructor. 2 Cr. (2 Lec.) Spring semester.

BUAD103

Entrepreneurship I

Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resources skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

BUAD104
Business Mathematics

Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD106
Foundations of Business

Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD109
Personal Money Management

This course addresses finance at a personal and practical level. Students examine current economic conditions focusing on how they can impact their personal economic situations. Ethics, personal management of cash, debt, credit, investments, insurance, and home buying are examined. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD108
Sales and Sales Management

Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD111
International Business

Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD201
Business Law I

Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD202
Business Law II

This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD203
Business Communications

Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD204
Principles of Marketing

Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD207
Entrepreneurship II

Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered through lecture, class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BUAD208
Principles of Management

Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD211
Marketing Applications

Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD212
Quality Customer Service

This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD213
Advertising

This course provides a basic introduction to advertising procedures and management. The management and creative side of advertising are studied, along with social issues, ethics, regulation, and responsibility. Prerequisites: BUAD 204; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD215
International Marketing

Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD217
Fundamentals of Exporting

This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

BUAD219
Human Resource Management

This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD220
Principles of Bank Operations

The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222
Money and Banking

This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD261
Walt Disney World College Program

Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to www.wdwcollegeprogram.com. Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr. Fall and spring semesters.

BUAD264
Entrepreneurial Internship

Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BUAD290
Applied Management Seminar

The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CAPS100
Keyboarding for Computers

Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS101
Introduction to Computers

An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS105
Word for Personal Use

Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks) Fall and spring semesters.

CAPS111
Introduction to Word Processing

An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS113
Advanced Word Processing

Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS121
Introduction to Spreadsheets

An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS123
Advanced Spreadsheets

Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Excel. Topics include importing and exporting data, managing workbooks, formatting numbers, working with ranges, customizing excel, auditing worksheets, summarizing data, analyzing data (Pivot Tables, Goal Seek, and Solver); and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS131
Introduction to Databases

An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS133
Advanced Databases

This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS141
Presentation Software

An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS152
Web Page Design

Cross-listed as WD 152.

An introduction to the development of web pages for the Internet. Topics include XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS153
Advanced Web Page Design

Cross-listed as WD 153.

This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

CAPS154
JavaScript

Cross-listed as WD 154.

This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS155
Extensible Markup Languages

Cross-listed as WD 155.

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

CAPS256
Web Design Solutions

Cross-listed as WD 256.

This course provides an opportunity for students with advanced web-design skills to further strengthen and apply their web proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web design, implementation, and problem resolution. Prerequisites: WD/CAPS 153; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Spring semester.

CDSC101
Introduction to Chemical Dependency Counseling

This course is designed to provide an introduction to clinical interviewing and counseling in alcoholism and substance abuse. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. They gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semesters.

CDSC200
Chemical Dependency Field Work I

This course is the first of two semesters of field placement and practicum for the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Instructor permission is required; CDSC 101; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.) Fall semester.

CDSC201
Chemical Dependency Counseling Theory

This is the second theory course in the Chemical Dependency degree and certificate programs that is designed to prepare the student for the second required field work course. An in-depth analysis of the basis and application of chemical dependency counseling theory is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CDSC220
Chemical Dependency Field Work II

The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Instructor permission is required; CDSC 200; CDSC 201; ENGL 101; HLTH 207 and HTLH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.) Spring semester.

CDSC225
Family Counseling & Chemical Dependency

This course is designed to examine the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives are reviewed, with an emphasis on family systems theory. Techniques for assessment, treatment and referral are discussed. Resources for working with families are explored to assist in the recovery process. Prerequisites: CDSC 201; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CFOR110
Security System Design & Analysis

This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CFOR210
Computer Forensics

This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR220
Intrusion Detection

This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR230
Search & Seizure-Legal & Privacy Issues

Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CFOR240
Economic Crime Investigation

Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CHEM101
Principles of Chemistry I

This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, toichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Quantitative laboratory experiments are performed utilizing fundamental principles studied in the course. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM102
Principles of Chemistry II

This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semesters.

CHEM107
General Chemistry I

This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, and phase changes. Laboratory experiments relate to the lecture topics, and most are of a quantitative nature. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 100 and college prep chemistry with a minimum NYS Regents Exam grade of 80%; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHEM108
General Chemistry II

This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, nuclear reactions, and radiation. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM205
Organic Chemistry I

This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. Prerequisites: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

CHEM206
Organic Chemistry II

Designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. Topics include general chemical organic reaction types and mechanisms, synthesis and reactions of alcohols, amino compounds, and carbonyl compounds such as aldehydes, ketones, carboxylic acids, and beta (B) diketo compounds, heterocyclic aromatic compounds, and various biological compounds. Emphasis is placed on reaction mechanisms, and a survey of biological macromolecules. Prerequisites: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

CHIN101
Mandarin Chinese I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHIN102
Mandarin Chinese II

Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 108
Intro to Computer Information Systems

This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CIS 132
Network Design

Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 213
Programming in C++

An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 214
Systems Analysis and Design

An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 215
Operating Systems

An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 220
Database Concepts

Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 223
Programming in C++ Advanced Topics

This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 225
JAVA

This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 227
Web Programming & Design

Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 230
Computer Information Systems Internship

Students work in local CIS settings performing tasks including: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

COMM100
Creating Online Media

This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM101
Mass Media

A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM110
Aesthetics/Techniques Video & Film Editing

This course provides students with an increased capacity to articulate concepts and ideas pertaining to production situations using visual media. Commonly used compositional structures are analyzed through classical films, works of art, and contemporary photojournalism. Other visual elements discussed include body language, as well as gender and cultural considerations. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM111
Foundations of Digital Editing

Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM112
Foundations of Motion Graphics

This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM115
Introduction to Digital Video

Designed for new media and photography majors, this is a basic, practical, hands-on introduction to the professional creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Because of the similarity in course content, students completing this course cannot also receive credit for COMM 140 or COMM 240. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM120
Broadcast Operations

This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM140
Introduction to Field Production

A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Because of the similarity in course content, students may only receive credit for COMM 140 or COMM 115. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM145
DVD Authoring

DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160
Broadcast Journalism

This is an intensive seminar on broadcast news gathering with practical emphasis on news writing and reporting for radio and television. Topics include ENG (electronic news gathering) and broadcast news style and theory. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM170
Broadcast Copywriting

This is a second-level writing course intended to teach students to write creative radio and television commercials. Correct grammar, structure, and style are important factors in student success. In-class writing assignments are a significant part of the learning experience. Those, as well as homework assignments, are read aloud in class and critiqued on the spot. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM210
Production and Direction

An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM220
Radio Production

This course focuses on the techniques of radio production with emphasis on the use of equipment in the broadcast situation, as well as the general operation of a radio station. Announcing, editing, mixing, and remote production are covered. Substantial outside preparation is required. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM225
Communication Law/Ethics

The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the "working world". Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM230
Broadcast Communication Skills

The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM235
Multi-Track Recording

Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, "industry-standard" editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. The class meets off campus in Ithaca. Additional fee required. Prerequisites: COMM 220; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM240
Non Fiction & Fiction Field Production

An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker's "voice" within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM245
Professional Video Ed & Post Production

This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM250
Sports Field Production

Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.) Occasionally.

COMM262
Portfolio Preparation-Communication

Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

COMM265
Communication & Media Arts Internship

This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.) Occasionally.

COMM285
Radio News Production

This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Fall semester.

COMM290
Television News Production

This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM295
TV Production/Origination

The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Spring semester.

COMM298
Cinema Capstone

Cross-listed as ENGL 298.

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

CONT107
Construction Materials

This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement. 3 Cr. (3 Lec.) Fall semester.

CONT115
Construction Estimating and Planning

This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT202
Surveying

This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CONT208
Construction Management and Regulation

This course covers "Basic Management" used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CONT210
Structural Design

An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centriods, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CONT216
Materials Testing

This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; PHSC 104; RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CRJU104
Introduction to Corrections

Cross-listed as HUMS 104.

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

CRJU105
Introduction to Criminal Justice

This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU110
Police Patrol Operations

The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semesters.

CRJU205
Concepts of Criminal Law

Criminal law is analyzed with an emphasis on the statutory classifications of crime, the elements necessary to establish a crime and criminal intent, and the rights and duties of officers and citizens. Students read and analyze court cases which examine the penal statutes. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CRJU210
Introduction to Criminal Investigation

Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU212
Community Corrections

Cross-listed as HUMS 212.

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU215
Legal Aspects of Evidence

Cross-listed as PARA 216.

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU230
Criminal Justice Internship

This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105, CRJU 210, and SOCI 207; instructor permission; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (9 Lab.) Fall and spring semesters.

CSCI160
Introduction to Computer Programming

This course introduces computer programming in a Windows environment to solve problems and process information. Topics include algorithms, decisions, repetition, files, arrays, procedures and graphic interface design using Visual Basic. Students may not apply credit for both CIS 108 and CSCI 160 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CSCI165
Computing Fundamentals I

An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160 or CIS 108; MATH 132 or three years of NYS Regents Mathematics; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI205
Computing Fundamentals II

This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI210
Assembly Language and Computer Systems

Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSS 112
Hardware Repair and Maintenance

This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 212
Help Desk and User Support

This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 240
Computer Support Specialist Internship

Provides a 14-week supervised work experience in the field of computer support. Students work in local computer support settings where they perform duties such as installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Pass/Fail grading. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

DRAF107
Engineering Graphics

This course introduces students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and 3-D modeling using SolidWorks. The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Fall semester.

DRAF117
Architectural Drafting I

The first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using AutoCad, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

DRAF118
Architectural Drafting-II

This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Spring semester.

DRAF120
Introduction to Computer Aided Drafting

This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

ECHD110
Children and the Arts

This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD125
Introd to Early Childhood Education

Cross-listed as HUMS 125.

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD206
Infant/Toddler Environments & Curriculum

Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.) Fall and spring semesters.

ECHD225
Early Childhood Curriculum Development

Cross-listed as HUMS 225.

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD226
Plan/Manage DayCare Ctrs & Nursery School

Cross-listed as HUMS 226.

Designed for students considering careers in the early childhood network. Topics include administration, finances, budgeting, space and equipment, staffing patterns, safety, children's programs, community relations, and food management in early childhood settings. Parent involvement in early childhood programs is also examined. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

ECHD240
Tech for Observing & Rec Young Child Dev

Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD242
Guided Field Work - Early Childhood Educ

This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.) Fall and spring semesters.

ECON101
Introduction to Economics

This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON120
Principles of Microeconomics

An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON121
Principles of Macroeconomics

An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC201
Introduction to the Teaching Profession

This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The course explores the role of the family, the community, and society in the general process of education. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC295
Foundations of Education

Cross-listed as SOCI 295.

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ELEC121
Digital Electronics I

An introduction to digital electronics. Basic digital concepts such as binary arithmetic and Boolean algebra are introduced and combinational logic circuits are analyzed and discussed. Combinational logic is then used to analyze MSI ICs like arithmetic, parity, and code conversion circuits. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 100, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ELEC126
Basic Electricity

This course provides an understanding of the principles of electricity as a foundation for further study in electronics or power. Direct current (DC) circuits containing voltage and current sources, resistors, capacitors, and inductors are analyzed. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: Prior completion or concurrent enrollment in MATH 100 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC127
Circuit Analysis

This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC130
Electronic Devices and Circuits

An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; MATH 122; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC207
Fabrication Techniques

This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Fall semester.

ELEC222
Digital Electronics II

A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122; and prior completion or concurrent enrollment in ENGL 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC223
Microcontroller Fundamentals

Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC233
Linear Integrated Circuits

An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 122; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC240
Computer Applications for Data Acquisition

An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

EMT 220
Basic Emergency Medical Technician - D

This course is designed to prepare students for New York State certification. Students successfully completing this course are able to take the New York State basic EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 10 Cr. (9 Lec., 2 Lab.) Fall semester through March of the following spring semester.

EMT 225
EMT - Intermediate

Designed to prepare the student in emergency care at the intermediate level for New York State Emergency Medical Technician exam. This course is for professional rescuers. There is a heavy focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions, and the use of the defibrillator. The intermediate emergency medical technician will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: Basic EMT-D NYS certification; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 8 Cr. (2 Lec., 10 Lab.) Fall semester.

EMT 226
EMT - Critical Care

This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the EMT critical care level. Prerequisites: Prior completion or concurrent enrollment in EMT 225; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 8 Cr. (2 Lec., 10 Lab.) Spring semester.

ENGL099
Basic Writing Skills

This course helps students develop essential writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of a five-paragraph essay is included. Students must receive at least a "C" grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

ENGL100
Academic Writing I

This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. Prerequisites: C or better grade in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101
Academic Writing II

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101H
Academic Writing II-Honors

This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102
Approaches to Literature

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102H
Approaches to Literature-Honors

Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL103
Report Writing

Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL105
Beginning Acting

Provides students with the opportunity to experience the various techniques involved in acting, such as use of body, voice, movement, and character development. Application and use of make-up are discussed and included in acting assignments. Activities include improvisation, scenarios, and workshops. Emphasis is on participation and in-class exercises. Substantial outside preparation in the form of extra rehearsal hours is required. ENGL 105 fulfills the SUNY General Education the Arts requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ENGL 108
Performance Poetry and The Spoken Word

Students will learn techniques for presenting, reciting, and performing original work, with an emphasis on poetry. In class, students will examine various poetry performances while developing their own poetic voice and performance piece The course will also require students to attend as well as participate in a minimum of one literary reading. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL135
Writing Workshop - Short Narrative Film

This course explores techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ENGL200
Screenwriting

This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201
Fundamentals of Speech

Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL204
Fundamentals of Interpersonal Communicate

This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL205
American Literature I

This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206
American Literature II

This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL208
Intro to Native American Literature

Exposes students to the body of English-language literature arising from the native cultures indigenous to the contiguous United States. Works studied range in time from before the Revolutionary War to the present; range in origin from the Iroquois/Creek confederacies of the East to the Athabascan cultures of the West; range in genre from oral literature to the novel; and range in form from text to film. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL215
Short Fiction

This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL216
Advanced Screenwriting

This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. The course emphasizes creative problem solving, organizational strategies, and story development. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL218
Smart TV

Cross-listed as SOCI 218.

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL220
Literature for Children

Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL225
World Literature I

Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL226
World Literature II

An analytical overview of the master works of world literature from the Age of Reason to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL227
Creative Writing Workshop

Incorporates experiments in imaginative expressions in short fiction and poetry, and strategies and techniques for writing and editing. In addition to class discussion, workshops, and personal conferences with the instructor, the course includes intensive reading of significant modern writers. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL229
Introduction to Poetry

This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL233
Film Analysis

We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education requirement in Humanities. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL235H
Studies in Leadership-Honors

This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and the challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.) Occasionally.

ENGL237
Journalism

This course introduces students to current theory and practice with an emphasis on the development of writing competencies in the major journalistic modes. Objectivity, fairness, balance, ethics, and publication law are discussed. Writing assignments include news, sports, profiles, features, and editorials. Prerequisites: ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL239
Newspaper Editing

This course stresses the roles and expertise of both copy editor and news editor. Topics include history, law and ethics of the press, editing for style, grammar, objectivity, fairness and balance, composing headlines, page make-up, and the organization of the small newspaper. Prerequisites: ENGL 237; MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ENGL245
Survey of British Literature I

A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL246
Survey of British Literature II

The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL247
Beat Movement in American Literature

An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL248
Contemporary Women Writers

Cross-listed as WGST 248.

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL250
Field Studies In Literature

This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

ENGL255
Writing the Dramatic Television Series

This course explores the process of researching and writing episodes for the dramatic television series. After close analysis of appropriate texts and series episodes, students develop and write a spec teleplay for a current television drama. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL256
Playwriting

Students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL257
Directing

Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL260
Creative Writing Portfolio

Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ENGL261
Visiting Writer Series Workshop

This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (1 Lec.) Fall semester.

ENGL262
Writing Workshop - Poetry

In this workshop students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL271
Writing Internship

This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.) Fall and spring semesters.

ENGL274
Marketing the Screenplay

Examines approaches screenwriters use to get their work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL275
Getting Published - Prose & Poetry

This course examines the approaches writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL285H
Classic Epic in Translation-Honors

Cross-listed as HUMN 285H.

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL298
Cinema Capstone

Cross-listed as COMM 298.

Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

ENSC137
Introduction to Engineering

Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.) Spring semester.

ENSC203
Electrical Science

DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ENSC204
Mechanics of Materials

The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC209
Engineering Mechanics: Statics

A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC212
Dynamics

A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENVS101
Biological Resource Conservation

Explores the biological dimensions of natural-resource management issues. Included are discussions of population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS102
Technology and the Environment

Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS105
Environmental Ethics

At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS107
Economy, Society & Environment

Cross-listed as POSC 107.

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS295
Global Seminar

Cross-listed as ANTH 295.

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENVS295H
Global Seminar-Honor

Cross-listed as ANTH 295H.

Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live video-conferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ESL 090B
English as a Second Language - B

This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095A
English as a Second Language - A

This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095B
English as a Second Language - B

This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 101
English as a Second Language I

This course is designed for non-native speakers of English who have good conversational English skills and wish to begin developing academic English language skills. Students in the course will work on improving listening, speaking, reading and writing skills using college level materials. They will begin to develop the language skills needed to undertake an academic program at an American college or university. Particular emphasis is placed on being able to write with good control of basic grammar. Substantial outside preparation and lab or online work are required. Students will need to pass a writing test at the end of this course in order to continue in their course work at TC3. Prerequisites: Completion of ESL 095B with a C or better grade, or appropriate score on the placement test; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 103
English as a Second Language II

This course is designed for non-native speakers of English who have excellent conversational skills in English, but who need to improve their academic English skills before entering a full program of study at a college or university. Students develop their skills in listening, speaking, reading, and writing skills using college level materials. Particular emphasis is placed on being able to complete basic academic writing such as the essays in different rhetorical modes. Substantial outside preparation and lab or online work are required. Prerequisites: ENGL 099; appropriate assessment test score or completion of ESL 101 with a grade of C or better; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 105
Conversation Connection

Supplementing the academic ESL courses, non-native English students learn about pronunciation issues and practice real-world language functions. Students analyze conventions of daily, informal speech in American culture, compare American conventions to those of their culture, and obtain significant practice in using those American conventions. The course is graded Pass/Fail. Prerequisites: Concurrent enrollment in ESL 095 or ESL 101 or ESL 103; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

FITN101
Swimming I

Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN102
Swimming II

The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, tuck and pike surface dives, and springboard diving. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN104
Racquetball, Handball & Squash

This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN106
Modern Dance

This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN108
Adult Recreation and Fitness

This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN109
Skiing and Snowboarding

Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN112
Water Safety Instruction

This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

FITN116
Tennis I

Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN117
Tennis II

This course is designed to be a follow-up to FITN 116 - Tennis I. Students with basic tennis skills will increase their tactical knowledge and refine their skills in order to participate at a higher more competitive level. Prerequisites: FITN 116; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Summer semester.

FITN118
Aerobic Dance

Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN119
Fly Fishing

This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN120
Archery I

Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN121
Archery II

A continuation of FITN 120 - Archery I, the course provides opportunities for students to increase his/her tactical knowledge and refine their skills. Advanced sighting techniques (bow sights) and long-range shooting are emphasized. Class bows provided. Additional fee required. Prerequisites: FITN 120; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN130
Varsity Athletics I

Provides academic credit to first-year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN140
Coed Sports

This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN141
Coed Basketball

Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN142
Coed Sports After Fifty

This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN143
Coed Lacrosse

Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN145
Coed Soccer

Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN147
Coed Softball

Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN149
Coed Volleyball

Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN151
Coed Golf

Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN160
Backpacking

Cross-listed as RECR 160.

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN161
Mountain Biking

Cross-listed as RECR 161.

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN162
Sailing

Cross-listed as RECR 162.

Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN163
Teambldg & Group Initiative Activities

Cross-listed as RECR 163.

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN164
Snowshoeing

Cross-listed as RECR 164.

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN165
Canoeing

Cross-listed as RECR 165.

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN180
Introduction to Tango

This course focuses on social dancing and includes some elements of choreography, stage, and improvisational skills. Students are able to improve their connection, balance, coordination, and improvisational skills. Elements of Vals and Milonga are introduced. 1 Cr. (2 Lab.) Occasionally.

FITN203
Bowling

Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab. for 5 weeks) Fall and spring semesters.

FITN204
Karate I

An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN205
Karate II

A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN208
Weight Control

This course focuses on basic principles of weight loss through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN213
Self Defense

An introductory level course in practical self defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN215
Aerobic Conditioning

This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN216
Lifeguard Training

Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

FITN221
Snow Sports Instructor's Course

This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semesters.

FITN230
Varsity Athletics II

This course provides academic credit to second year varsity athletes who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN240
Sports Officiating

Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

FITN276
Outdoor Recreation Field Adventure

Cross-listed as RECR276

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FREN101
Beginning French I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FREN102
Beginning French II

This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

FREN201
Intermediate French I

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

FREN202
Intermediate French II

This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

FSS 110
Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 115
Freshman Seminar-General Interest

Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 118
Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 120
Freshman Seminar-Nursing Interest

Intended primarily for first semester college students with a particular interest in nursing, students will engage in an in-depth exploration of issues related to college success, and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of ones own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following a degree at TC3. Students wishing to enroll after their first semester must request permission of the Freshman Success Coordinator or the Student Success Coordinator. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 131
Self and World

This is a required first semester course for students in the Exploratory Studies Sequence of the Liberal Arts-General Studies Program. It is designed to introduce students to the intellectual, social, and practical aspects of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live, and they will extend their understanding of their roles within it. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 132
Freshman Seminar- Environmental Studies

This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 137
Freshman Seminar-New Media

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 160
Freshman Seminar-Comm and Media Arts

Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 175
Freshman Seminar – Sport Management

This is a required first semester course for students in the Sport Management A.S. degree program. Students are introduced to the study of Sport Management as an academic discipline, career options in this field, and transfer opportunities. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

GEOG120
World Regional Geography

This course analyzes human settlement and modification of the Earth's major regions. It uses a social science perspective to review key aspects of our on-going economic, historical and cultural development in a comparative context. GEOG 120 fulfills the SUNY General Education requirement in Social Sciences. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.) Fall semester.

GEOL101
Introductory Geology

This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

GEOL125
Biology and Earth Science for Teachers

Cross-listed as BIOL 125.

The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

GERM101
Beginning German I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

GERM102
Beginning German II

This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

HLTH101
Care of the Dying: Practical & Moral Issues

In this course the issues concerning death and the process of dying are explored. The emphasis is on examining ways of improving how we care for those who are dying. The psychosocial and physical problems encountered in life limiting illness, the hospice approach to these problems, and how culture affects dying are discussed. Students explore their own feelings about death and caring for the dying. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec. for 7.5 weeks) Occasionally.

HLTH104
Medical Terminology

Cross-listed as NURS 104.

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH126
Health and Fitness

Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HLTH135
Therapeutic Touch: Massage Techniques

Also cross-listed as NURS 135.

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall semester.

HLTH205
First Aid and Safety Education

This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH206
Personal Health

Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH207
Drug Studies

This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH208
Alcohol and Alcoholism

A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH210
Consumer Health Issues

This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH215
World Health Problems

The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability and quality, human waste disposal, malnutrition, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HLTH216
International Health On-Site Study Abroad

A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HLTH241
Pharmacology for Nurses & Allied Health Pr

Cross-listed as NURS 241.

This is a comprehensive pharmacology course that includes the basic principles of pharmacology and the major classes of drugs. Legal and ethical foundations for safe drug administration as well as theories of drug action, physiologic processes mediating drug action, variables affecting drug action, and unusual and adverse responses to drug therapy are considered. Drug profiles are presented and include therapeutic drug action, side effects as well as client and family teaching. Nursing implications and application of nursing process are included for nurses who enroll in the course. Prerequisites: NURS 110; NURS 120; BIOL 131 or BIOL 201; BIOL 132 or BIOL 202; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG100
Introduction to Hospitality Industry

A study of the growth and development of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization. Areas covered include hotels, restaurants, resorts, wineries, casinos, and travel and tourism. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HRMG101
Food Service & Preparation I

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HRMG102
Food Service and Preparation II

This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

HRMG103
Rooms Division Management

This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through property management system simulation training, property tours, and lecture, students will gain an understanding of the various areas of the rooms division within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and semesters.

HRMG105
Food Sanitation & Safety

The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG107
Safe Alcohol Handling

The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG201
Hospitality Law

This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG205
Hospitality Marketing

This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG206
Food and Labor Cost Control

A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG213
Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.) Fall, spring, and summer semesters.

HRMG216
Hospitality Internship

Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.) Fall, spring, and summer semesters.

HRMG218
International Hospitality Experience –Study Abroad

Through a unique study abroad partnership, students will be immersed in classes and other self-directed studies with a world class international hospitality partner. Students will build on the fundamental skills learned in course. An integral part of this program is the opportunity for students to meet and live with people from all over the world and study hospitality principles in a country other than their own. Prerequisites: ENGL100; HRMG 100; HRMG 101 or WINE 120; MATH 090 if required by placement testing. Based on the location of the experience, basic proficiency in a foreign language may be required. Minimum of 7 college credits must be completed at TC3 before applying for the experience (not including high school dual credit); minimum GPA of 2.5; instructor permission. Additional requirements may apply for students who are not US citizens. 3-15 Cr. (15 Weeks) Fall, spring, and summer semesters.

HRMG220
International Culture & Cuisine – Study Abroad

This course offers exposure and historical insight to cuisines of the world. The particular aspects of regional ingredients and traditional cooking techniques are discovered for the beginning culinary professional. The course is a full cultural immersion in a distinct international culinary facility and country. Significant additional cost. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; HRMG 101; HRMG 105 or HRMG 107; if required by placement testing prior completion or concurrent enrollment in ENGL 101; and instructor permission. 3 Cr. (9 Lab.) Spring semester.

HSTY101
Development of the Western Tradition I

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY101H
Development of Western Traditions I-Honors

This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101H fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY102
Development of Western Tradition II

This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY102H
Development of West Trad II--Honors

This course surveys the major historical developments of western civilization, from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102H fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY110
World History to 1500

This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of Europe, the Americas, Africa, the Middle East, and Asia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY111
World History Since 1500

This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201
American History to 1877

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201H
American History to 1877--Honors

This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY202
American History Since 1877

This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of i ndustrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202H
American History Since 1877--Honors

This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY203
History of Tompkins County to 1865

Students explore the founding, settlement, and growth of Tompkins County to 1865. In the process, they examine three key questions: Who were the first peoples of Tompkins County? How has environment and geography influenced the county's history? What role did Tompkins county play in the abolitionist movement and Civil War? Learning resources include the archival and artifact collection at the History Center in Tompkins County. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY215
History of Latin America

This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY225
African American History

This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY230
History of Ireland-Study Abroad

Cross-listed as POSC 230.

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY233
Women in U.S. History

Cross-listed as WGST 233.

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY235
Medieval Europe 500-1500

This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be on the tangled relationship between church and state, the evolving lives of common people, and the development of law and government systems. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY252
Native Am History: Colonial Policies

A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY255
Labor History

This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

HSTY260
Topics in Modern Latin America

Cross-listed as POSC 260.

This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY290
Social Science Capstone Course

Cross-listed as ANTH 290 or PSYC 290 or SOCI 290.

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMN232
Introduction to World Religions

An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMN285H
Classic Epic in Translation-Honors

Cross-listed as ENGL 285H.

This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HUMS104
Introduction to Corrections

Cross-listed as CRJU 104.

This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS105
Introduction to Human Services

The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS110
The Helping Relationship

A study of the fundamental nature of the helping relationship, with emphasis on essential personal characteristics, knowledge acquisition, and skill development. Opportunities are provided to develop helping techniques such as interviewing, effective communication, assessing needs, establishing goals, and evaluating outcomes. The advantages and limitations of each technique are considered. Student self-evaluation of needs, abilities, and personal values are ongoing components of the course. The course is intended for human service students, as well as for interested community members. Prerequisites: C or better grade in HUMS 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS111
Introduction to Gerontology

This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HUMS114
The Process of Group Communication

This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS125
Intro to Early Childhood Education

Cross-listed as ECHD 125.

This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS128
The Family: Strength-Based Intervention

A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS206
Juvenile Delinquency

Cross-listed as SOCI 206.

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS212
Community Corrections

Cross-listed as CRJU 212.

This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS218
Home & Comm Services for Older Persons

This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS225
Early Childhood Curriculum Development

Cross-listed as ECHD 225.

Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS226
Plan/Manage Day Care Centers & Nursery Sch

Cross-listed as ECHD 226.

Designed for students considering careers in the early childhood network. Topics include administration, finances, budgeting, space and equipment, staffing patterns, safety, children's programs, community relations, and food management in early childhood settings. Parent involvement in early childhood programs is also examined. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS229
Applied Methods in Human Services

This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS230
Human Service Internship

The internship experience provides an opportunity for students to spend 16 hours per week in direct service within social and educational agencies in the community. The 224 hours of fieldwork are completed during the spring semester and provide a forum to practice and develop helping skills expected of beginning professionals in human services. Prerequisites: ENGL 101; HUMS 105; HUMS 110; HUMS 229; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing. 6 Cr. (1 Lec., 15 Lab.) Fall and spring semesters.

IED 160
International Education

The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of liberal arts and sciences and business courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab). Occasionally.

IED 260
Culture Survey for Study Abroad

Cross-listed as ANTH 260.

Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicargua, Ecuador, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and basic Spanish speaking skills are recommended, but not required. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

IRM 101
Research Strategies

How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.) Fall semester.

ITAL101
Italian I

This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ITAL102
Italian II

Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MATH090
Developmental Mathematics

This course is designed for students who need to review certain mathematical skills in fractions, decimals, and percents. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. A basic calculator with percent and square root keys is required. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH095
Beginning Algebra

This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, linear equations with applications, exponents, operations with polynomials, factoring, and graphing linear equations. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH100
Intermediate Algebra

This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH109
Statistical Literacy

This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH110
Topics in Mathematics

This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH113
Mathematics for Elem School Teachers I

This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. Prerequisites: C or better grade in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH115
Mathematics for Elementary Sch Teach II

This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH122
Technical Mathematics

Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH132
College Algebra and Trigonometry

This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH135
Precalculus Mathematics

Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH181
Discrete Mathematics

This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, logic, methods of proof, counting methods, graph theory, and trees. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semesters.

MATH200
Statistics

A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH201
Calculus I

This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives of algebraic and trigonometric functions, antiderivatives, and the definite integral. Applications including curve sketching, optimization problems, related rates, area under and between curves, and volumes of revolution. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH202
Calculus II

The course is a continuation of Calculus I. Topics includes differentiation and integration of elementary functions, parametric equations, polar coordinates, arc length, curvature, L'Hopital's Rule, and improper integrals. Series are not included. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH203
Calculus III

A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes in space, partial derivatives, directional derivatives, multiple integrals, line integrals, infinite sequences and series, Bessel functions, introduction to matrices and determinants, and polar form of complex numbers. Students are expected to have a calculator capable of matrix computations. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

MATH206
Differential Equations

An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

MATH208
Linear Algebra

This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.) Fall semester.

METR101
Introductory Meteorology

A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

MUSI101
Music Appreciation

This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

MUSI103
College Community Chorus

Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

MUSI108
Music Theory I

This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

MUSI109
Music Theory II

A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MUSI115
Small Ensemble-Recorder

This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing.

MUSI117
Applied Music-Piano

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI118
Applied Music-Guitar

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI120
Applied Music-Voice

Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI127
Applied Music-Piano

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI128
Applied Music--Guitar

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI130
Applied Music--Voice

Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

NURS102
NYS Coalition PN to RN Transition

Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Offered exclusively in an online format. Spring semester.

NURS104
Medical Terminology

Cross-listed as HLTH 104.

Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

NURS105
Nursing Communication in Health Care Practice

This course is designed for the nursing student who has been identified by self and/or by nursing faculty to need additional communication skills to increase success in the nursing program. This course furthers the student's fluency in English while familiarizing her/him with the language of science and health. During the first two weeks of class, the student is assessed for individual needs in the areas of written and spoken communication used in health care. Faculty in nursing and ESL decide the major focus for the individual student. Medical terminology, the culture of nursing and health care practice settings in the United States, writing and speaking skills needed by the nurse and non-verbal communication behaviors in the U.S. culture are covered. Specific skills emphasized include communication with clients, relaying information to other health care professionals, and expectations of language skills in testing including the NCLEX-RN. Prerequisites: Concurrent enrollment in NURS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

NURS110
Fundamentals of Nursing

The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.) Fall semester.

NURS120
Critical Thinking Medic Surgical Nursing

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.) Spring semester.

NURS135
Therapeutic Touch: Massage Techniques

Also cross-listed as HLTH 135.

This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall semester.

NURS208
Art & Sci of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS208H
The Art and Science of Nursing Across the Lifespan

Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child

Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL. Prerequisites: All courses required in the first 2 semesters of the nursing program; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 4 Lab.) Fall semester.

NURS225
Prof Practices & Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring semester.

NURS225H
Professional Practice and Complex Nursing Care

The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon’s functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL. Prerequisite: All courses required in the first 3 semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241; RDNG 116 if required by placement testing. 10 Cr. (6 Lec., 4 Lab.) Spring semester.

NURS232
Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 2 Cr. (6 Lab.) Fall and spring semesters.

NURS233
Nursing Internship

This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 3 Cr. (9 Lab.) Fall and spring semesters.

NURS241
Pharmacology for Nurses & Allied Health Professionals

Cross-listed as HLTH 241.

This is a comprehensive pharmacology course that includes the basic principles of pharmacology and the major classes of drugs. Legal and ethical foundations for safe drug administration as well as theories of drug action, physiologic processes mediating drug action, variables affecting drug action, and unusual and adverse responses to drug therapy are considered. Drug profiles are presented and include therapeutic drug action, side effects as well as client and family teaching. Nursing implications and application of nursing process are included for nurses who enroll in the course. Prerequisites: NURS 110; NURS 120; BIOL 131 or BIOL 201; BIOL 132 or BIOL 202; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

OFFC101
College Keyboarding & Document Processing

Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall and spring semesters.

OFFC110
WP for Computers Using Microsoft Word

Students are prepared in using the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

OFFC203
Administrative/Automated Office Procedure

Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall semester.

OFFC211
Intermediate College Keyboarding & Document Processing

This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

OFFC221
Advanced College Keyboarding & Document Processing

As the capstone experience for the Office Management and Administration degree program, the goal of this course is to advance students' ability to handle keyboarding and document processing in a variety of offices, such as sales, research, medical, legal, and engineering. Students learn how to type complicated tables and statistical reports, design newsletters, design and prepare their own letterhead and business forms. They are required to compose letters and memos with a minimal amount of instruction. All work is done using Word. Students are expected to know how to use the advanced features of Word, spreadsheet tables, sort and select, snaking/side-by-side columns, styles, macros, fonts, graphics/draw, and be able to apply them when designing various documents. Prerequisites: OFFC 110; OFFC 211; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall and spring semesters.

OFFC230
Office Management & Administration Internship

The internship is an opportunity for students to gain work experience directly related to the field of office management/ administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.) Fall and spring semesters.

PARA101
Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA130
Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA205
Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA210
Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA213
Constitutional Law

Cross-listed as POSC 213.

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PARA215
Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA216
Legal Aspects of Evidence

Cross-listed as CRJU 215.

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARA220
Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA225
Criminal Law and Procedure

This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall semester.

PARA226
Bankruptcy, Collections and Foreclosure

In this course, upper-level paralegal students develop an understanding of bankruptcy, foreclosure, and collection law. Topics covered are terminology, fact and case analysis, pleadings and documents, procedures and remedies in foreclosures, collections, bankruptcy, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Spring semester.

PARA230
Paralegal Internship

This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take

PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.) Fall and spring semesters.

PARA231
Paralegal Seminar

This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC101
Introduction to Paralegalism

An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major . 3 Cr. (3 Lec.) Fall and spring semesters.

PARC130
Legal Research and Drafting

Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC205
Litigation/Civil Procedure

The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC210
Real Estate/Property Law

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC213
Constitutional Law

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisite: Paralegal Studies certificate major; ENGL101; RDNG116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PARC215
Family Law/Domestic Relations

Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC216
Legal Aspects of Evidence

The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights and case studies. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.) Spring semester.

PARC220
Wills, Trusts, Estate Planning

The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC225
Criminal Law and Procedure

This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall semester.

PARC226
Bankruptcy, Collections and Foreclosure

In this course, upper-level paralegal students develop an understanding of bankruptcy, foreclosure, and collection law. Topics covered are terminology, fact and case analysis, pleadings and documents, procedures and remedies in foreclosures, collections, bankruptcy, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course will be general, the primary focus will be on the applicable New York and federal laws and practices. Students will acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Spring semester.

PARC230
Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.) Fall and spring semesters.

PARC231
Paralegal Seminar

This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL101
Introduction to Philosophy

A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL201
Contemporary Moral Issues

An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHSC104
General Physics I

This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC105
General Physics II

This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC211
Physics I (Mechanics and Heath)

This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics strongly recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

PHSC212
Physics II (Electricity & Magnetism)

This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

PHSC213
Physics III (Waves,Optics & Modern Phys)

This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

POSC103
American National Government

An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC104
American State & Local Government

This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC107
Economy, Society & Environment

Cross-listed as ENVS 107.

This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

POSC112
Public Administration

An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC213
Constitutional Law

Cross-listed as PARA 213.

This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC225
Comparative International Politics

This course introduces students to various nation-states of the world and compares governmental development, political history and institutional functions in the contemporary era. Using a wide sample of nation-states it analyzes aspects of international relations, competing domestic political institutions, and the history of internal political processes that have generated cohesion and/or conflict. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC230
History of Ireland

Cross-listed as HSTY 230.

The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC260
Topics in Modern Latin America

Cross-listed as HSTY 260.

This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

PSED160
Career Exploration

Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

PSED213
Job Search

Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best "market" themselves in today's job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

PSYC101
Psychology of Personal Growth

An applied psychology course providing opportunities for students to learn about and examine their own personal growth. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec). Fall and spring semesters.

PSYC103
Introduction to Psychology

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC103H
Introduction to Psychology-Honors

This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC200
Theories of Personality

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC200H
Theories of Personality-Honors

A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC201
Social Psychology

A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC205
Developmental Psychology: The Child

The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC207
Developmental Psych: The Adolescent

Physical, cognitive, and social-emotional development of the adolescent are studied from the social scientific perspective. Emphasis is placed on the normative experiences, as well as problems adolescents face as they mature in today's rapidly changing society. Concepts such as the scientific method, intelligence, emotions, values, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field of adolescent development. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC208
Developmental Psychology: The Adult

Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209
Abnormal Psychology

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209H
Abnormal Psychology-Honors

This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC216
Introduction to Experimental Psychology

An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.) Occasionally.

Educational Psychology

An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC290
Social Science Capstone Course

Cross-listed as ANTH 290 or HSTY 290 or SOCI 290.

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

RDNG099
Active Literacy

This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

RDNG113
College Study Skills

Develops and improves strategies for college learning, studying, and test-taking. Topics include time management and organization, memory improvement, learning styles, lecture note taking, textbook reading and marking, test preparation, and test taking. This course may be used as an unrestricted elective and is appropriate for students in all programs. Due to the similarity of the course content, students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

RDNG116
College Reading and Study Skills

This course is designed to help students improve their college reading skills, study skills, critical reading skills, and critical thinking skills. Emphasis is placed on developing effective reading and listening strategies for use with college textbooks, classroom lectures, and small group activities. The course also focuses on strategies for dealing effectively with other academic reading materials such as scholarly journals and trade periodicals. Students will develop models for classroom note-taking, textbook reading/study techniques, test-taking strategies, and reading and analyzing various types of expository writing. Students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR110
Introduction to Recreation

This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

RECR120
Leadership in Recreation

Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

RECR150
Play Across Cultures

Cross-listed as SOCE 150.

Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR160
Backpacking

Cross-listed as FITN 160.

Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR161
Mountain Biking

Cross-listed as FITN 161.

Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR162
Sailing

Cross-listed as FITN 162.

Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR163
Team Building & Group Initiative Activities

Cross-listed as FITN 163.

Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR164
Snowshoeing

Cross-listed as FITN 164.

Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR165
Canoeing

Cross-listed as FITN 165.

This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR201
Introduction to Therapeutic Recreation

A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices, and procedures of therapeutic recreation. Students examine the role of the therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

RECR210
Diversity and Inclusion in Recreation

This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

RECR215
Recreation and the Expressive Arts

This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. A combination of lecture, studio, and field trip experiences are used. RECR 215 fulfills the SUNY General Education Arts requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab) Fall semester.

RECR220
Programming in Recreation and Leisure

A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR230
Personal Training & Aerobic Leadership

Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Spring semester.

RECR232
Exercise Physiology

Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Spring semester.

RECR260
Outdoor Education and Camp Counseling

This course, which includes field and camp experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR274
Outdoor Recreation Pursuits

Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.) Spring semester.

RECR276
Outdoor Recreation Field Adventure

Cross-listed as FITN 276.

Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

RECR284
Outdoor Recreation Proficiency

Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.) Fall and spring semesters.

RECR285
Recreation Field Work

Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.) Fall and spring semesters.

RUSN101
Beginning Russian I

This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester, every other year.

RUSN102
Beginning Russian II

This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.) Spring semester, every other year.

SOCE131
Introduction to Men's Studies

Cross-listed as WGST 130.
A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

SOCE150
Play Across Cultures

Cross-listed as RECR 150.
Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE200
Baseball in American Culture

Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE201
Human Sexuality

The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE205
Organizational Behavior

Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI101
Introduction to Sociology

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI101H
Introduction to Sociology-Honors

This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI103
The American Community

A comprehensive study of the structure and functions of modern, rural and urban communities as ecological systems in the United States presented from a sociological perspective. The tools of empirical research and a theoretical perspective are applied by the students to further their knowledge of community relationships. Topics can include, but are not limited to, urbanization, racial and socioeconomic class stratification, immigration, and social policy. Prerequisites: SOCI 101; prior completion or concurrent enrollment in ENGL 101, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SOCI201
Sociology of the Family

This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI203
Race & Ethnicity in American Society

This course introduces students to the sociological study of race and ethnicity. Emphasis is placed on examining both the social construction of race and ethnicity and the particular experiences of various racial groups in the United States. While the course focuses on race and ethnicity in the United States, it seeks to compare and contrast the U.S. experience of race and ethnicity with other nations and countries across the globe. Topics include, but are not limited to, historical and contemporary racial formation and classification schemes; formations of racial and ethnic identities; and the political, geographic, cultural, and economic implications of racial and ethnic segregations. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI205
Contemporary Social Problems

A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI206
Juvenile Delinquency

Cross-listed as HUMS 206.

Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

SOCI207
Introduction to Criminology

Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SOCI218
Smart TV

Cross-listed as ENGL 218.

The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SOCI220
Development Anthropology in a Globalizing World

Cross-listed as ANTH220

This course prepares students for citizenship in a global society by focusing on the challenges of development and its impact on micro cultures. How can local people's views and skills be brought to the center of development and how do western and indigenous views differ? Students are introduced to the history and theories of development anthropology and sociology, with special attention given to recent case studies. Examination of the role of applied anthropologists and sociologists are considered, including ethics, research tools, people centered appropriate technology, environmental and cultural sustainability, and the participatory model of development. Prerequisites: ANTH 202; prior completion or concurrent enrollment in ENGL 101; MATH 090 and RDNG 116 if required by placement testing; or instructor's permission. 3 Cr. (3 Lec.) Fall semester.

SOCI225
Globalization & Contemporary World

This course focuses on the effects of globalization in developing areas of the world after World War II, especially in areas of Asia, Africa, Latin America and the Caribbean. Students examine accommodation and resistance to globalization trends as they occur within and shape social institutions, such as the economy, labor, family, politics and religion. While this course examines a range of social science methodologies used to explain globalization, it especially evaluates comparative, historical, cross-cultural, and case studies of places and people impacted by globalization. Globalization and the Contemporary World satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: SOCI 101; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

SOCI290
Social Science Capstone Course

Cross-listed as ANTH 290 or HSTY 290 or PSYC 290.

Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI295
Foundations of Education

Cross-listed as EDUC 295.

This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPAN100
Occupational Spanish

Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SPAN101
Beginning Spanish I

Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. Two hours a week of laboratory activities reinforce the skills learned in the classroom sessions. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

SPAN102
Beginning Spanish II

Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and past indicative tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

SPAN201
Intermediate Spanish I

This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. An honors section is offered. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall semester.

SPAN201H
Intermediate Spanish I-Honors

This is an intermediate Spanish course focus on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201H fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall semester.

SPAN202
Intermediate Spanish II

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

SPAN280
Hispanic Literature and Culture I

This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

SPAN281
Hispanic Literature and Culture II

As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. Prerequisites: SPAN 280; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPMT150
Foundations of Sport Management

Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SPMT190
Event Practicum I

This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Corequisite: SPMT 150. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT195
Event Practicum II

Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the fall and spring semesters. Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT255
Sport Event Management

Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT260
Sport Media Management

This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT270
Sport Facilities/Venue Management

The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WD 152
Web Page Design

Cross-listed as CAPS 152.

An introduction to the development of web pages for the Internet. Topics include XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

WD 153
Advanced Web Page Design

Cross-listed as CAPS 153.

This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

WD 154
JavaScript

Cross-listed as CAPS 154.

This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

WD 155
Extensible Markup Language

Cross-listed as CAPS 155.

Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

WD 220
PHP and Database Programming

An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

WD 256
Web Design Solutions

Cross-listed as CAPS 256.

This course provides an opportunity for students with advanced web-design skills to further strengthen and apply their web proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web design, implementation, and problem resolution. Prerequisites: WD/CAPS 153; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Spring semester.

WGST100
Perspectives on Women--An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

WGST120
Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semester.

WGST125
Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

WGST130
Introduction to Men's Studies

Cross-listed as SOCE 131.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST200
Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST225
Women & Gender Studies Internship

The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.) Fall and spring semesters.

WGST233
Women in US History

Cross-listed as HSTY 233.

This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST248
Contemporary Women Writers

Cross-listed as ENGL 248

Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE120
Survey of Wine and Alcoholic Beverages

This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

WINE130
Grape Growing and Wine Business

This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE200
Sensory Evaluation Wine & Food Pairing

This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

WINE202
Beverage Studies

This course is a study of a range of both alcoholic and non alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WINE213
Wine Marketing Internship

Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.) Summer semester.

WINE220
Wine Marketing and Merchandising

Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

2011-12 Tompkins Cortland Community College Course Descriptions

Current course descriptions are available online through the TC3 Catalog.

This document is to be used in conjunction with the archived 2011-12 TC3 Online Catalog.

All catalogs, both current and archived, access only current course descriptions.

COURSE DESCRIPTIONS | May 10, 2011 - FINAL

ACAD100
Introduction to the College Experience
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ACAD150
College Success Seminar
Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, learning about college resources, learning about career exploration resources, understanding college degree programs, learning and studying in college, managing time and keeping organized in college, setting goals and making decisions in college, managing stress and money in college, and handling diverse relationships. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward degree requirements. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ACAD175
Academic Success - Continuing Students
Intended for returning students who want to develop new or additional strategies for academic success. Students will identify personal strengths and understand how to use those strengths for academic success. They will learn about available resources, essential skills, and behavior for academic success. Each student will develop a personal success plan. Enrollment is limited to students who have failed to meet academic standards for one or more semesters or who have failed to successfully complete required developmental courses. Grading is Pass/Fail. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing.1 Cr. (1 Lec.) Fall and spring semesters.

ACCT101
Principles of Accounting I
Introduces basic accounting concepts and principles for the sole proprietorship with an emphasis on the accounting cycle, and the preparation of financial statements along with their supporting schedules. Emphasis is also placed on the use of special journals, subsidiary ledgers, and valuation accounts. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT102
Principles of Accounting II
This course is a continuation of ACCT 101, with emphasis on applications of accounting principles to partnerships and corporations. Topics will include accounting for the formation and operation of both types of business organizations. Cost and Managerial Accounting also are introduced. Prerequisites: ACCT 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

ACCT120
Accounting on Microcomputers
Provides a realistic approach to computerized accounting applications. The course integrates six of the major accounting systems commonly found in computerized accounting environments: General Ledger, Accounts Receivable, Accounts Payable, Financial Statement Analysis, Depreciation, and Payroll. CAPS 111, CAPS 121, CAPS 131, or higher is recommended. Prerequisites: ACCT 101; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ACCT203
Intermediate Accounting I
Intermediate Accounting I is a continuation of the study of financial accounting begun in the Principles of Accounting courses. Topics include objectives and environment of financial accounting, review of the accounting process, form and content of financial statements, time value of money, valuation of cash, marketable securities, accounts receivable, inventories, and plant assets, exchanges of assets, non-current assets, and statements of cash flow. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 102; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

ACCT204
Intermediate Accounting II
This course is a continuation of the study of financial accounting begun in the Principles of Accounting and Intermediate Accounting I courses. Topics include liabilities, stockholder's equities, leases, pensions, investments, price level changes, and disclosure in financial reporting. Professional opinions of the A.I.C.P.A. and the F.A.S.B. are included. Prerequisites: ACCT 203; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

ACCT205
Cost Accounting
Cost Accounting is a study of the principles of accounting for the cost of materials, labor and overhead in job order, and process cost systems. Included are an introduction to standard costs and analysis of variances, analysis of cost information, and preparation of cost statements for administration and control purposes. Prerequisites: ACCT 102; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.ACCT207
Income Taxation
This is an analysis of basic income tax principles as they affect individuals, and the application of the tax concepts of gross income, adjusted gross income, taxable income, exemptions, deductions, and credits as interpreted under the Internal Revenue code and regulations. Prerequisites: ACCT 101; ENGL 099 or

prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall and spring semesters.

ANTH201
Introduction to Anthropology
Anthropology is a discipline that studies every phase of human existence, from the genesis of humans and their physical and cultural evolution, to the study of modern human life ways and sociocultural orientations across the globe. This course is designed to broaden the student's worldview of people living in both past and present cultures. The student will be introduced to the four basic fields of anthropology: Biological (physical) Anthropology, Archaeology, Sociocultural Anthropology (ethnography), and Linguistic Anthropology. A fifth subfield of Applied Anthropology may also be explored. This course will offer the student insights into the prehistory and history of human development and the methods anthropologists use to study the human past, present, and future. ANTH 201 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202
Cultural Anthropology
Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH202H
Cultural Anthropology - Honors
Cultural Anthropology focuses on understanding current living human cultures, and the beliefs and practices that make social life possible. Special attention is given to cultural areas, including family and kinship structure, economic organization, gender roles, enculturation, spirituality and religion, human rights and stratification, cultural change and globalization. Methods and techniques such as field studies and cross-cultural comparisons used by anthropologists to examine cultures are analyzed and applied. The issues of ethnocentrism and cultural relativism are addressed through cross-cultural perspectives. Students also research and conduct a culture study. ANTH 202 fulfills the SUNY General Education Other World Civilizations or the Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH260
Culture Survey for Study Abroad
Cross-listed as IED 260.
Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicargua, Ecuador, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and basic Spanish speaking skills are recommended, but not required. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

ANTH274
Archaeology Field School - Cayuga Nation
This course provides a full immersion field experience in archaeology through a five week archaeological excavation. Students learn archaeological field techniques, including excavation, mapping, collection of special samples (pollen, C-14, flotation, etc.), and documentation. They learn how archaeology serves as dialogue for contemporary political issues and a complement for cultural revitalization. Readings, native and non-native guest speakers, and field trips supplement the fieldwork. The course promotes a new vision of archaeology - one that is a positive force for Native Americans. Furthermore, it promotes protection and stewardship of key archaeological sites in the Cayuga heartland. The course meets Monday - Friday (9:00 a.m.- 5:00 p.m.) for five weeks. Students must be able to do physical work handling a shovel or trowel in hot weather and be able to walk for 20 minutes. Prerequisites: Completion of ANTH 201 or ANTH 202 is strongly recommended; permission of the instructor; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 6 Cr. (2 Lec., 12 Lab.) Summer semester.

ANTH290
Social Science Capstone Course
Cross-listed as HSTY 290 or PSYC 290 or SOCI 290.
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

ANTH295
Global Seminar
Cross-listed as ENVS 295.
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ANTH295H
Global Seminar Honors
Cross-listed as ENVS 295H.
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 101
History and Appreciation of Art I
A survey of representative works of art through the ages encouraging increased aesthetic perception and deepened awareness of universal human experience. Studying the arts of our ancestors helps us to understand ourselves and circumstances of our situation. The analysis of architecture, sculpture, and painting during the highlights of the golden ages of western art history from the Paleolithic Period through the Proto-Renaissance are covered. Although art of the Western world are emphasized, art objects from the non-European world are explored. Examination of the art from these cultures offers a valuable perspective and promotes understanding of the life-ways and contributions of these unique societies. ART 101 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ART 102
History and Appreciation of Art II
Students are introduced to the development of the visual arts from the Renaissance to modern times. Discussion of styles and the function of art, along with the social and cultural contexts in which artists have worked are emphasized. Time is spent analyzing works of art in order to gain maximum insight into their meanings and merits, along with the pleasure they bring. Although emphasis is placed on Western European art, class sessions are also dedicated to exploring art from the non-European world. Close examinations of the art from diverse cultures help us to understand that culture. Cultures such as Japanese, African and Native American have had significant impact on the art of 20th century Europe and the United States. ART 102 fulfills the SUNY General Education requirement in the Arts. Prerequisites: ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ART 104
History of Photography and Video
Students examine the creative works and evolving technologies that contributed to the development and popularization of photography and video. The use of these mediums in a social context, as an art form, as a method of communication, for advertising, and for entertainment will be explored. Students will increase their knowledge and appreciation of the seminal works in each medium. The time period covered is mid-19th century to the present. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ART 106
Introduction to Photojournalism
This introductory-level photography course emphasizes photojournalism and the digital workflow. Students explore the full potential of the digital camera, and master a variety of techniques in Adobe Photoshop. Photojournalistic concerns, such as people pictures and action photography, writing effective captions, writing copy, editing, and layout are covered, along with historical and contemporary approaches to photojournalism. While students are encouraged to use their personal digital still camera (provided that it has an adjustable aperture and shutter speeds), a limited number of cameras will be available for class use. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 109
Graphic Design
An introduction to the graphic design profession that provides a foundation of design concepts and processes to produce artwork. Students are exposed to the history of graphic design and perception principles used for effective communication. ART 109 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 110
Design I
Introduces the basic visual vocabulary of two-dimensional design and provides a variety of experiences addressing the creative application of design concepts. Projects, lectures, and critiques address the development of visual and aesthetic judgment. Critiques and discussions also provide the opportunity to analyze and verbally communicate the visual experience. ART 110 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 111
Photography I
Photography I provides students with the skills needed to accurately expose and develop film and make black and white prints in a traditional darkroom. Students utilize these skills to explore the creative and expressive applications of photography. Topics include craftsmanship, visual composition, communication of ideas, proper use of equipment, and an overview of photographic history. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. ART 111 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 112
Photography II
A continuation of the study of black and white photography as a technical craft and an expressive artistic medium. Topics include an overview of photographic history, the work of contemporary photographers, use of studio electronic flash, introduction to large format cameras, use of fiber paper, and the production of student portfolios. Emphasis is on the development of personal vision and the exploration of the creative applications of photography. Note: An adjustable 35mm camera is required. A limited number of cameras are available on a rental basis from the college bookstore. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 114
Design II
Focuses on three-dimensional design and the application of advanced color theory. Topics include color organizational systems, visual and perceptual forces of color, creating and fabricating in three dimensions, creative problem solving, and development of technical and conceptual skills. Critiques and discussions of student projects provide an opportunity to analyze and communicate the visual experience. Prerequisites: ART 110 or ART 117; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 115
Painting I
Painting I provides an introduction to the methods and techniques of various painting media. Principles of color, form, and composition are studied with an emphasis on experimentation. ART 115 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 117
Visual Design for Electronic Media
Basic visual vocabulary of two-dimensional design for the electronic environment is introduced. The course provides experience in applying design concepts on the computer. Topics include principles of design, composition, color systems, and the basics of using type. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 120
Drawing I
Drawing I focuses on the process and function of drawing, and developing the powers of observation in art. This includes the study of how materials and technique affect drawing, the role of perception and observation in drawing, and the analysis of basic design elements and principles. Students draw from observation in order to understand the role of perception in creating illusion. Time is spent analyzing master drawings for information on materials, composition, art elements, and principles and functions of drawing. Students participate in weekly critiques of their drawings. In addition to basic linear perspective, problems of drawing still life and landscape objects are explored. ART 120 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 122
Drawing II
By focusing on the human figure, Drawing II provides a continued study of how we see and analyze form. Students work from the live model, a traditional method of attaining basic mastery in drawing. Artistic drawing skills are developed through the exploration of line, value, gesture, basic anatomy and composition. Slide presentations, lectures, and group critiques aim to broaden the student's knowledge of drawing in general, and drawing as it relates to the human figure. Prerequisites: ART 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 130
Ceramics
This course provides an introduction to clay as a material that serves both expressive and functional purposes. Topics include various hand building techniques, use of the potter's wheel, the glazing and firing of projects, and an overview of the history of ceramics. ART 130 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 180
Typography
Typography is a thorough study of type, its origins, and its practical and aesthetic functions within the context of effective visual communication. This course provides an examination of current trends and their effects on current design. Prerequisites: ART 109; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 200
Illustration
An overview of the theory and practice of illustration. Students create illustrations in a variety of media and formats. A history of illustration and current applications are discussed. Prerequisites: ART 110; ART 120; MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 212
Digital Photography
This course emphasizes the production of creative photography in a digital environment. Topics include use of a digital camera, image manipulation using Adobe Photoshop, scanning, and digital printing. The works of digital photographers are studied in the context of contemporary photography. Students are required to have an adjustable digital camera with manually adjustable aperture and shutter speed settings. Please check with the instructor for more information on recommended cameras. A limited number of digital cameras are available to rent. Prerequisites: ART 111; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 213
Dynamic Media I
This course explores the use of digital media to make compelling, low bandwidth interactive and time-based projects for distribution via electronic media. The preparation and optimization of digital images for dynamic media are thoroughly explored; but the emphasis of this class is on creating art as an experience. Tutorials on specific software and hardware are an important part of the course, but much of the class time is spent working on three major assignments: a Web page Interactive Narrative, a collection of interactive linking panoramas, and a Flash Animation. All projects must be designed for Internet delivery and each student makes a CD containing the three assignments. Prerequisites: ART 117; ART 212 or ART 270; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 214
Dynamic Media II
This course continues to develop skills acquired in Dynamic Media I and focuses on projects using Flash and DVD authoring. Students explore more advanced animation, sound and video topics in Flash, and investigate interface design in a DVD authoring environment. They create a self-directed final project. Prerequisites: ART 117; ART 213; ENGL 100; MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 222
Advanced Digital Photography
This course builds on the basic digital photography skills introduced in ART 212 Digital Photography I. A series of creative visual assignments, presentations, and independent projects encourage students to develop aesthetic and conceptual thinking, become acquainted with contemporary photographers, evolve their own individual photographic styles, and build technical expertise. Advanced digital capture, editing, and output are studied, including digital SLR camera technique, file management, RAW workflow, color management and ICC profiles, and digital printing on different media types. Prerequisites: ART 111; ART 212; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ART 233
Animation
This course covers the principles and techniques of animation, including storyboarding, story development, and character creation. Students integrate discussions of animation with projects which include flip books, Claymation, stop motion, time lapse photography, kinetic typography and rotoscoping. Students are expected to write storyboards and work in collaboration on in-class projects. Students create a self-directed final animation that comprises half of the course grade. Prerequisites: ART 110 or ART 111 or ART 117 or ART 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 254
Advanced Interactive Media Authoring
Students create a virtual interactive place. Emphasis is on the aesthetic consideration of creating 3D environments using images, sounds and interactivity, including streaming audio and video, and motion graphics. Prerequisites: ART 214; ENGL 100; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 260
Portfolio Preparation - Graphic Design
ART 260 is intended for Graphic Design majors in their third semester of study. Topics include selecting works for the portfolio, options for portfolio systems, and creating a portable document file portfolio. Resume and cover letter skills also covered. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Graphic Design majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 261
Portfolio Preparation - New Media
ART 261 is intended for New Media program majors in their third semester of study. The course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to New Media majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 262
Portfolio Preparation - Photography
ART 262 is intended for Photography program majors in their third semester of study. This course helps students understand and meet transfer requirements, and create a visual portfolio. Topics include researching transfer schools, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing artist statements, writing resumes, interviewing skills, and creating finished portfolios that meet the requirements of the targeted institutions. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; open to Photography majors who have completed two semesters of program courses; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

ART 270
Computer Graphics I
This course provides an introduction to computer graphics. The student learns to apply design and graphic solutions to the computer, and masters at least two software applications. Imaging in color and manipulating digitized images are covered. Prerequisites: ART 109; ART 180; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

ART 271
Computer Graphics II
This course provides advanced instruction in computer graphics. Advanced color capabilities, typesetting, and object-oriented graphics are covered. Projects emphasize effective visual solutions through the use of electronic design. Prerequisites: ART 109; ART 180; ART 270; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ART 276
Independent Art Studio - Ceramics
This is an advanced course of study in ceramics developed through an agreement between the faculty member and the student. The student must demonstrate competence in ceramics by successfully completing the College's highest level course or by faculty assessment. The student must also receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.
ART 278

Independent Art Studio - Computer Graphics
This is an advanced course of study in computer graphics developed through an agreement between the faculty member and the student. The student must demonstrate competence in computer graphics by successful completion of the College's highest level course or by assessment by the faculty member; and receive signed permission by the instructor prior to registration. A student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 280
Independent Art Studio - Design
An advanced course of study in design developed through an agreement between the faculty member and the student. The student must demonstrate competence in design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 282
Independent Art Studio - Drawing
An advanced course of study in drawing developed through an agreement between the faculty member and the student. The student must demonstrate competence in drawing by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 284
Independent Art Studio - Graphic Design
An advanced course of study in graphic design developed through an agreement between the faculty member and the student. The student must demonstrate competence in graphic design by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 290
Independent Art Studio - Photography
An advanced course of study in photography developed through an agreement between the faculty member and the student. The student must demonstrate competence in photography by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ART 298
Independent Art Studio - Media Arts
An advanced course of study in media arts developed through an agreement between the faculty member and the student. The student must demonstrate competence in media arts by successful completion of the College's highest level course or by faculty assessment, and receive signed permission by the instructor prior to registration. The student may take this course several times with the permission of the instructor. Prerequisite: Instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall and spring semesters.

ASTR101
Introductory Astronomy
A general study of the fundamental principles of astronomy. The course concerns motions of the earth, members of the solar system, stars, and the universe. ASTR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing.
3 Cr.

BIOL100
Human Biology
Relates biological principles to important issues in human biology. Students learn basics of human biology (anatomy, physiology, life cycle, genetics, nutrition, fitness, disease and ecology). Selected problems, potentials, and breakthroughs in personal health, medical and genetic technology, and environmental sustainability are discussed. BIOL 100 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL101
Principles of Biology I
BIOL 101 is the first course of a two-semester sequence presenting an overview of major biological principles. Course topics include chemistry as it relates to organisms, cell morphology and physiology, and genetics. The course is intended for students who do not plan to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Nursing students may take BIOL 101 and CHEM 101 to meet their program requirements. Substantial outside preparation for lectures and laboratories is required. BIOL 101 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL102
Principles of Biology II
BIOL 102 is the second course of a two-semester sequence presenting an overview of major biological principles. It is appropriate for students who are not planning to transfer to an upper level major in science, environmental science, medicine, or a science-related field. Major topics will include evolution, biodiversity, animal form and function, and ecology. Prior completion of BIOL 101 is not required. Substantial outside preparation for lectures and laboratories is required. BIOL 102 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

BIOL104
General Biology I
This is the first semester of an introductory level biology sequence designed for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who are interested in a rigorous study of biology may also enroll. Topics include basic chemistry and biochemistry, cell morphology, physiology and energetics; and classical and molecular genetics. Laboratories are strongly quantitative. Substantial outside preparation for lectures and laboratories is required. BIOL 104 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 101 and BIOL 104 toward their degree. Prerequisites: High School biology and chemistry with minimum Regents exam grades of 80% within the past five years or BIOL 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL105
General Biology II
The second semester of an introductory biology sequence for students who plan to transfer to an upper level program in science, environmental science, medicine, or a science-related field. Students who have a strong interest in a rigorous study of biology may also enroll. Topics include evolution, biodiversity, botany, and ecology. Substantial outside preparation for lectures and laboratories is required. BIOL 105 fulfills the SUNY General Education Natural Sciences requirement. Students may not apply credit for both BIOL 102 and BIOL 105 toward their degree. Prerequisites: BIOL 101 with a minimum grade of B and permission of instructor, or BIOL 104; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL112
Essentials of Medical Microbiology
Provides a general overview of medical microbiology, including morphology, physiology, genetics and structure, and function of microorganisms. Epidemiology, host/microbe interaction and control, and infectious diseases are emphasized. Emerging infectious diseases and bioterrorism are addressed. Microbiology laboratory experiences are integrated throughout the course. Substantial outside preparation for lectures and laboratories is required. Prerequisites: Recent (within the last 5 years) high school Regents biology and chemistry with a C or better grade, or completion of BIOL 104, or BIOL 101 and CHEM 101; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

BIOL114
Essentials of Nutrition
An integration of basic nutritional science, diet and clinical nutrition. Basic concepts in chemistry, biochemistry and physiology are included, as well as diet assessment of the normal individual. A variety of consumer topics are considered. BIOL 114 fulfills the SUNY General Education Natural Sciences requirement, but is not a laboratory science course. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BIOL115
Field Natural History
An introduction to the study of local biodiversity. Emphasis is placed upon identification of organisms in the field and development of an understanding of their ecological relationships. Most class meetings will be at off-campus field sites. Students are responsible for their own transportation to off-campus sites. Substantial outside preparation for the laboratories may be required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

BIOL116
Tropical Field Natural History-Costa Rica
An introduction to the biodiversity and environmental resource issues of tropical ecosystems, with special emphasis on Costa Rica. This class meets weekly during the spring semester, followed by a ten to eleven day trip to various ecosystems in Costa Rica, during which students spend three to six hours per day in the field. This course fulfills a three-credit laboratory science requirement. Significant additional costs. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BIOL125
Biology and Earth Science for Teachers
Cross-listed as GEOL 125.
The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

BIOL131
Principles of Human Anatomy and Physiology I
This is the first course of an introductory two-course sequence in human anatomy and physiology. Students are introduced to the basic organization of the human body, basic biochemistry involved in physiological interactions, basics of tissue organization, and histology. In addition, the course surveys the integumentary, skeletal, muscular and nervous systems of the human body. BIOL 131 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: Recent (within the last five years) NYS Regents exam in biology and chemistry (passed with an 80% grade or better); BIOL 104; or CHEM 101 and BIOL 101; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL132
Principles of Human Anatomy and Physiology II
The second course of a two-semester introductory sequence in human anatomy and physiology. Topics covered include the endocrine, cardiovascular, lymphatic, respiratory, digestive, and urogenital systems. Prerequisites: BIOL 131; prior completion or concurrent enrollment in MATH 095; RDNG 116, and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL201
Human Anatomy and Physiology I
The first course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are body plan and organization, biochemical organization and function of cells, metabolism, homeostasis, tissues, skeletal and muscular systems, and the nervous system. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 104, or BIOL 101 and 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL202
Human Anatomy and Physiology II
The second course of a two-semester introductory level sequence in human anatomy and physiology intended for students pursuing a career in fields such as medicine, chiropractic, physical therapy, physical education, or recreation. Topics considered are the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems, and early development. Dissection of the cat supplements the laboratory materials. Substantial outside preparation for lectures and laboratories is required. Prerequisites: BIOL 201; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL205
General Genetics
Intended for students pursuing careers in the biological or health sciences. Fundamental principles in Mendelian genetics, chromosomal function, structure, and expression are covered. Current topics including population genetics, mutation and evolution, cancer, and application of molecular genetics in the biomedical sciences are discussed. Computer access is required for bioinformatic activities. Corequisite: BIOL 206. Prerequisites: BIOL 104 or equivalent; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL206
Molecular Genetic Techniques
This laboratory module provides hands-on experience with modern molecular techniques employed in today's society. The project requires recloning a gene from a prokaryotic expression vector into an eukaryotic vector and demonstrating exression in vitro. The course is designed for the Biotechnology program, but is also applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 or BIOL 104 or work-related experience; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOL211
Ecology
An introduction to the ecology of plants and animals, including consideration of population dynamics, community structure and function, energy flow and nutrient cycling, physiological and behavioral ecology, and biogeography. Human impacts on natural ecosystems are considered. Off-campus field trips beyond scheduled lab periods may be included. Prerequisites: BIOL 102 or BIOL 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

BIOL216
General Microbiology
Intended for students pursuing advanced studies in the biological science and health fields, and for individuals with a serious interest in the microbial world. Fundamental concepts and principles of microbiology, their application to the health sciences, and the relationship between microbes and our society are covered. Current topics of discussion include infectious disease and immunity, STDs, bioterrorism, and environmental issues. Substantial outside preparation for inquiry-based laboratories is required. Prerequisites: BIOL 101 and 102, or BIOL 104; prior completion or concurrent enrollment in ENGL 101; and prior completion or concurrent enrollment in MATH 135. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

BIOL220
Cell Biology
Intended for students pursuing careers in the biological or health sciences. The fundamental structure and function of the eukaryotic cell, from proteins to DNA, to signal transduction, and development of cancer are covered. Students present topics of discussion related to advances in cell biology as they are applied to medicine (stem cells) and industry (cloning). Corequisite: BIOL 221. Prerequisites: BIOL 104 or equivalent; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BIOL221
Cell Culture Techniques
Required in the Biotechnology degree and certificate programs, this laboratory module, a co-requisite to BIOL 220 - Cell Biology, provides hands-on experience with current techniques to isolate and analyze proteins in the research or diagnostic lab. Primary cell cultures and immortalized cell lines are established. The course is applicable to biological, natural, forensic, and agricultural science majors who want to augment their skill set and/or retrain for job advancement in their field. Prerequisites: Previous laboratory course; BIOL 101 and 102, or BIOL 104, or related work experience; RDNG 116 and MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (3 Lab.) Fall semester.

BIOT101
Introduction to Biotechnology
A required first semester survey course in the Biotechnology A.S. degree program. It also is appropriate for any student who wants to learn about the biotechnology field, and explore career opportunities relevant to his/her major. Guest lecturers from appropriate fields address issues related to intellectual property rights, bioentrepreneurial endeavors, biomanufacturing, and bioethics. In addition, ethics, quality control, and regulations are covered. The student project requires developing ideas into a biotechnology company. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

BIOT295
Biotechnology Seminar
Designed as a capstone event for the second-year student completing requirements for an A.S. degree or certificate in Biotechnology. The course is also appropriate for natural, forensic, and agricultural science majors who wish to perform independent research. The experience provides the opportunity for the student to assimilate the knowledge and understanding gained from his/her program, and to demonstrate his/her mastery of the subject area. Each student will select a topic, research and assemble background information, delineate current issues, and present his/her findings and conclusions to the seminar. Prerequisites: RDNG 116 and MATH 095 if required by placement testing; ENGL 101; two 200 level BIOL (201, 202, 205, 206, 211, 216, or 220/221) courses; permission of the instructor. 2 Cr. (2 Lec.) Spring semester.

BUAD103
Entrepreneurship I
Designed to provide a basic foundation of entrepreneurship, the course presents a general overview of what it takes to create a new small business by establishing a sustainable competitive advantage. Topics include the various forms of business ownership, the need for social responsibility and ethics, how to purchase and operate a new business, the human resources skills needed, an awareness of legal issues involved in starting a business, and how to market the business to acquire loyal, long-term customers. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

BUAD104
Business Mathematics
Designed to develop a thorough understanding and mastery of the arithmetic processes of business, with an emphasis on the application of principles to typical business problems. Topics include percents, solving for unknowns, discounts, markups and markdowns, payroll, simple and compound interest, credit cards, home ownership, depreciation, inventory, stocks, bonds, and mutual funds. Prerequisites: C or better grade in MATH 090 or appropriate assessment test score; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD106
Foundations of Business
Designed to present an overview of the field of business. Business concepts including the economy, competition, management, and labor relations, are introduced through lecture and discussion. The course also explores business areas such as banking, insurance, and the securities market. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD108
Sales and Sales Management
Presents an overview of the key elements involved in selling and sales management in order to develop students' understanding of the critical role the sales process plays in the success of any enterprise. Topics include career opportunities, prospecting, presenting, handling buyer concerns, closing, obtaining referrals, telemarketing, and addressing legal and ethical concerns. In addition, major functions in sales management, i.e., hiring/firing, motivating, team building, setting quotas, compensating, and territory management are addressed. Prerequisites: ENGL 100; MATH 095 if require by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD111
International Business
Introduces students to the international perspective necessary for businesses to succeed in world markets. Topics related to international business include management, marketing, finance, strategic decision-making, laws and regulations, and the cultural aspects of international business. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD201
Business Law I
Covers the basic origins, structure, procedures and terminology of the American legal system and the foundation of law. This course enables students to understand legal aspects of common business activities. Students become aware of potentially serious legal situations, and learn legal language to facilitate discussion of legal issues. They also learn how and when to contact an attorney, and study specific rules and regulations of laws that govern the court system, e.g., crimes, torts, property (real and personal), and contracts. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD202
Business Law II
This course continues the study of American business law begun in BUAD 201 - Business Law I. Students develop an understanding of legal aspects of sales, security devices, commercial paper, corporations, partnerships, and estates. The purpose of the course is to enable the understanding of the legal aspects of common business activities, improve awareness of potentially serious legal situations, learn legal language to facilitate discussion of legal issues, learn how and when to contact an attorney, and learn specific rules and regulations of laws governing the UCC and other legal aspects of business activity. Prerequisites: BUAD 201; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD203
Business Communications
Introduces fundamental concepts and techniques of effective communications in business with emphasis on writing business letters, memoranda, and reports. Consideration is given to collecting data and organizing materials for the presentation of a business report. The importance of the psychological approach to modern business communications is stressed. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD204
Principles of Marketing
Introduces students to the basic principles of marketing as they relate to modern day business. The course is centered on the four Ps: product, place, promotion, and price. Case problems and current marketing situations are utilized in discussing the marketing concepts. In addition, projects are assigned to allow the student to explore various marketing situations. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD207
Entrepreneurship II
Building upon the information learned in Entrepreneurship I, the course presents an overview of the key elements needed to successfully create and manage a small business. Business concepts including the economy, accounting, finance, management, and marketing will be covered through lecture, class discussions, and case studies. Prerequisites: BUAD 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

BUAD208
Principles of Management
Focuses on contemporary management techniques with a minimal amount of time devoted to the personnel function. The course introduces students to the basic managerial functions of planning, organizing, staffing, directing, and controlling. Class time is also devoted to total quality management and computer use in management. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD211
Marketing Applications
Building on the concepts and methodology developed in BUAD 204, Principles of Marketing, this course requires students to apply applications to case studies and marketing simulations. Topics include developing and implementing marketing strategies, conducting marketing audits, and working to connect the marketing management function with strategic planning. Prerequisites: BUAD 204; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD212
Quality Customer Service
This course focuses on the essential role of providing customer value in today's service economy. Key elements of customer-focused management are examined, including understanding customer expectations, developing a service strategy, training and empowering employees to provide superior service, and designing customer-friendly systems. Personal customer service skills are also developed. This is a multi-disciplinary course drawing on principles of marketing, human resource management, and communication. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

BUAD213
Advertising
This course provides a basic introduction to advertising procedures and management. The management and creative side of advertising are studied, along with social issues, ethics, regulation, and responsibility. Prerequisites: BUAD 204; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD215
International Marketing
Introduces students to the basic theories, principles, and practices of international marketing. The course will examine the cultural, geographic, economic, and political differences among international markets, and the impact of these differences on marketing practices in individual countries. Prerequisites: BUAD 111; BUAD 204; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

BUAD217
Fundamentals of Exporting
This course will introduce students to the basic principles, practices, and issues related to exporting from the United States to various markets throughout the world. The practical aspects and concerns of exporting confronting businesses on a regular basis are emphasized. Prerequisites: BUAD 111; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

BUAD219
Human Resource Management
This course is an introduction to the field of human resource management in the public and private sectors. The functions of recruitment, selection, testing, employee development, individual and group behavior, motivation, morale, communication, management and labor relations, and remuneration are explored. International issues and current legislation are also discussed. Prerequisites: BUAD 106; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD220
Principles of Bank Operations
The course is a study of the economic importance of banks. Topics include the receiving function, processing of cash items, bookkeeping operations, posting systems, paying teller operations, collection services, legal relationship with depositors, the savings and time deposit functions, management of bank funds, loans and investments, general bank accounting, account analysis and service charge, internal controls, trust services, and safe deposit services. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

BUAD222
Money and Banking
This is a study of financial institutions. Topics include the characteristics of money, structure of the commercial banking system, creation of bank deposits, cash assets of banks, secondary reserves, earning assets, the Federal Reserve System, Federal Reserve credit, sources and uses of member bank reserves, the money market, interest rates and liquidity, Federal Reserve policies and operations in the money market, Treasury operations in the money market, money and incomes, money and the price level, and international finance. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

BUAD261
Walt Disney World College Program
Through employment, classes, and self-directed studies at Walt Disney World in Orlando, Florida, students enhance their understanding of leadership, teamwork, communication, and diversity as they experience the day-to-day workings of a Fortune 100 company. An integral part of the program is the opportunity to meet and live with people from all over the world. Participants are selected by Disney representatives. Open to students of all majors. For more information go to "www.wdwcollegeprogram.com". Prerequisites: At least 12 college credits completed before applying (not including high school concurrent enrollment credit); minimum GPA of 2.0; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; instructor permission. Additional requirements may apply for international students. 3-15 Cr. Fall and spring semesters.

BUAD264
Entrepreneurial Internship
Designed to provide a capstone field work experience, entrepreneurship majors work closely with the instructor to identify and apply for an internship with a local business. The internship, consisting of 90 hours of work at the business, is intended to help students further develop their understanding of how to operate a successful small business in an area they are most passionate about. Fifteen hours of class meetings will complement the field work experience. Prerequisites: Prior completion or concurrent enrollment in all required business-related courses; ENGL 101; RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Spring semester.

BUAD290
Applied Management Seminar
The goal of this capstone course is to provide management students with the personal, interpersonal and group skills necessary to reduce the gap between good management ideas and accepted management practice. Some activities will include studying general principles and concepts, analyzing common problems through case studies, and management decision making through a comprehensive computer simulation. Prerequisites: BUAD 204; BUAD 208; ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CAPS100
Keyboarding for Computers
Covers the touch-typing system of inputting the alphabet, numbers, and symbols with speed and accuracy. Basic machine operation of the microcomputer is covered. Students may not receive credit for both OFFC 101 and CAPS 100 toward their degree program. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS101
Introduction to Computers
An introduction to the use and workings of a Windows Desktop environment. Topics include navigation, organization of the desktop, key aspects of the operating system, storage of data, and file structure. Basic components and operation of the computer are covered. Prerequisite: prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS105
Word for Personal Use
Microsoft Word is used to create personal and school-related documents. The focus is on acquainting new users with basic operation of the microcomputer, introductory text editing commands, tabs, spell checking, columns, basic business letter style, headers/footers, report styles, and tables. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 2 Cr. (2 Lec., 2 Lab. for 10 weeks) Fall and spring semesters.

CAPS111
Introduction to Word Processing
An introduction to the operation and uses of a word-processing program that covers topics related to the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Word. Topics include inserting and modifying text, creating and modifying paragraphs, formatting documents, managing documents, working with graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Word. Students may not receive credit for both CAPS 105 and CAPS 111 toward their degree program. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS113
Advanced Word Processing
Advanced topics in Microsoft Word that meet the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Word. Topics include customizing paragraphs, formatting documents, creating and modifying forms using various form controls, customizing tables, creating and modifying graphics, customizing word, workgroup collaboration, and using mail merge. Prerequisites: CAPS 111; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS121
Introduction to Spreadsheets
An introduction to the operation and uses of a spreadsheet program. Topics covered parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in Excel and include working with cells and cell data, managing workbooks, formatting and printing worksheets, modifying workbooks, creating and revising formulas, creating and modifying graphics, and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS123
Advanced Spreadsheets
Advanced topics in Microsoft Excel that fulfill most of the objectives for the Microsoft Office User Specialist (MOUS) Expert Exam in Excel. Topics include importing and exporting data, managing workbooks, formatting numbers, working with ranges, customizing excel, auditing worksheets, summarizing data, analyzing data (Pivot Tables, Goal Seek, and Solver); and workgroup collaboration. Students taking this course in an online format should have access to a computer with Excel. Prerequisites: CAPS 121; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS131
Introduction to Databases
An introduction to the operation and uses of a database management program. The student will learn how to create and manipulate a simple relational database using Access. Topics include creating and modifying tables, addition of and modification of data in tables, using queries to view data in one or more tables, use of forms to view and update tables, and creation of simple reports including mailing labels. Students taking this course in an online format must have access to a computer with Microsoft Access. Prerequisites: Familiarity working in a Microsoft Windows environment is recommended; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS133
Advanced Databases
This course focuses on advanced concepts and techniques in the use of a relational database management program. Students will learn how to establish relationships and manipulate data in multiple tables using Access. Topics include enforcing referential integrity, linking multiple tables in queries, using forms with sub-forms, generating reports with grouping and sub-reports, using calculated controls in forms and reports, and creating switchboards. Students taking this course in an online format must have access to a computer with Microsoft Office. Prerequisites: CAPS 131; prior completion or concurrent enrollment in MATH 095, RDNG 116, and ENGL 100 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS141
Presentation Software
An introduction to the operation and uses of presentation software. Topics parallel the objectives used for the Microsoft Office User Specialist (MOUS) Core Exam in PowerPoint and include creation of a presentation, insertion and modification of text, insertion and modification of visual elements, modification of presentation formats, customizing slide formats, printing presentations, working with data from other sources, management and delivery of presentations, and workgroup collaboration. Students taking this course in an online format should have access to a computer with PowerPoint. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; familiarity working in a Microsoft Windows environment is recommended. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS152
Web Page Design
Cross-listed as WD 152.
An introduction to the development of web pages for the Internet. Topics include XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS153
Advanced Web Page Design
Cross-listed as WD 153.
This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

CAPS154
JavaScript
Cross-listed as WD 154.
This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

CAPS155
Extensible Markup Languages
Cross-listed as WD 155.
Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

CAPS256
Web Design Solutions
Cross-listed as WD 256.
This course provides an opportunity for students with advanced web-design skills to further strengthen and apply their web proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web design, implementation, and problem resolution. Prerequisites: WD/CAPS 153; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (9 Lab. for 5 weeks) Spring semester.

CDSC101
Introduction to Chemical Dependency Counseling
This course is designed to provide an introduction to clinical interviewing and counseling in alcoholism and substance abuse. Students explore and practice basic and essential dimensions of interviewing techniques, methodology, and applications. They gain insight into theoretical, practical, and ethical issues associated with chemical dependency counseling. Guidelines associated with core skills of the helping relationship and confidentiality are explored. Prerequisites: PSYC 103; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semesters.

CDSC200
Chemical Dependency Field Work I
This course is the first of two semesters of field placement and practicum for the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required of the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed per semester. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Instructor permission is required; CDSC 101; ENGL 101; HLTH 207 or HLTH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.) Fall semester.

CDSC201
Chemical Dependency Counseling Theory
This is the second theory course in the Chemical Dependency degree and certificate programs that is designed to prepare the student for the second required field work course. An in-depth analysis of the basis and application of chemical dependency counseling theory is provided. A specific focus is placed upon alcohol and drug abuse, dependency and methodologies of intervention, prevention, and relapse. Students gain insight into practical and ethical issues associated with diverse theories as they apply theories to practical cases and engage in exercises which simulate the therapeutic environment. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CDSC220
Chemical Dependency Field Work II
The second of two semesters of field placement and practicum required in the Chemical Dependency Counseling degree and certificate programs. Students enter the field placement as interns and are subject to all legal, ethical, and professional standards required by the designated agency staff. A minimum of 120 hours of work experience and 15 hours of lecture must be completed. Students review fundamental principles of theory in practicum and have an opportunity to discuss varying topics related to the field work experiences. Prerequisites: Instructor permission is required; CDSC 200; CDSC 201; ENGL 101; HLTH 207 and HTLH 208; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1 Lec., 9 Lab.) Spring semester.

CDSC225
Family Counseling and Chemical Dependency
This course is designed to examine the interaction between chemically addicted individuals and family members or significant others. A variety of theoretical perspectives are reviewed, with an emphasis on family systems theory. Techniques for assessment, treatment and referral are discussed. Resources for working with families are explored to assist in the recovery process. Prerequisites: CDSC 201; ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CFOR110
Security System Design and Analysis
This course provides an overview of computer security issues, problems and solutions. Topics include encryption, cryptography, firewalls and intrusion detection. Privacy and confidentiality issues, as well as computer use policies, are discussed. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CFOR210
Computer Forensics
This course provides information related to the major types of computer crimes being committed today. Topics covered include hacker motivations, identification of victims, methods of gaining access, and execution of attacks. Research and study of well-known cases are covered. Prerequisites: CFOR 110; prior completion or concurrent enrollment in CIS 132; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR220
Intrusion Detection
This course introduces students to the various methods used to detect intrusion of computer systems. The importance of setting up detection measures, monitoring strategies, techniques, and types of responses are covered. Prerequisites: CFOR 110; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CFOR230
Search and Seizure-Legal and Privacy Issues
Introduces students to the processes involved in seizing computer equipment and data, and searching them for evidence. Legal aspects of search and seizure are covered. Topics include guidelines for preparing search warrants and proper handling of evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CFOR240
Economic Crime Investigation
Allows students to apply the methods learned in the previous Computer Forensics courses to white collar crime. Actual case studies are used. Hands-on experiences allows students to investigate, evaluate, and capture evidence. Prerequisites: CFOR 210; CFOR 220; MATH 095 and RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CHEM101
Principles of Chemistry I
This is a study of the basic principles of chemistry including measurement, atomic structure, bonding, mole concept, stoichiometry, and chemical formulas and equations. It is intended for students who have not had a chemistry course. Quantitative laboratory experiments are performed utilizing fundamental principles studied in the course. Substantial outside preparation for the laboratories is required. CHEM 101 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM102
Principles of Chemistry II
This course is a continuation of CHEM 101 including studies of liquids, solids, chemical equilibrium, electrochemistry, aqueous solutions, gases, organic chemistry, acids and bases. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 101; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Spring semesters.

CHEM107
General Chemistry I
This is a more thorough study of basic principles than CHEM 101. Topics include atoms, molecules, ions, chemical formulas, equations, stoichiometry, gases, electronic structure of atoms, periodic table, bonding, physical properties, and phase changes. Laboratory experiments relate to the lecture topics, and most are of a quantitative nature. Substantial outside preparation for the laboratories is required. CHEM 107 fulfills the SUNY General Education Natural Sciences requirement. A student may only apply credit earned in CHEM 101 or CHEM 107 toward degree requirements. Prerequisites: MATH 100 and college prep chemistry with a minimum NYS Regents Exam grade of 80%; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHEM108
General Chemistry II
This course is a more thorough study of basic principles than CHEM 102. Topics covered include solutions, chemical equilibrium, acids and bases, electrochemistry, organic chemistry, thermodynamics, nuclear reactions, and radiation. Laboratory experiments relate to the lecture topics, and are of a quantitative nature. Substantial outside preparation for the laboratories is required. A student may only apply credit earned in CHEM 102 or CHEM 108 toward degree requirements. Prerequisites: CHEM 107; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

CHEM205
Organic Chemistry I
This course is designed to give students a basic background in organic chemistry. The following topics are covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, aromaticity, cycloalkane, types of reactions, mechanisms, and spectrometry. Emphasis is placed on the chemistry of alkanes, alkenes, alkynes, alkyl halides, and simple aromatics. Lab exercises include the synthesis, isolation, purification, and identification of organic compounds. Prerequisites: CHEM 102 or CHEM 108; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

CHEM206
Organic Chemistry II
Designed to develop and build upon the basic background in organic chemistry learned in CHEM 205. Topics include general chemical organic reaction types and mechanisms, synthesis and reactions of alcohols, amino compounds, and carbonyl compounds such as aldehydes, ketones, carboxylic acids, and beta (B) diketo compounds, heterocyclic aromatic compounds, and various biological compounds. Emphasis is placed on reaction mechanisms, and a survey of biological macromolecules. Prerequisites: CHEM 205; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

CHIN101
Mandarin Chinese I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in Mandarin Chinese. Cultural aspects of the Chinese-speaking world are covered. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

CHIN102
Mandarin Chinese II
Building on the skills and knowledge of speaking, listening, reading, and writing mastered in CHIN 101, students continue to learn the essentials of Chinese grammar and vocabulary needed for effective communication in everyday situations. Speaking and understanding colloquial Chinese are emphasized. Substantial outside preparation and lab work are required. CHIN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: CHIN 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 108
Introduction to Computer Information Systems
This is an introduction to computer technology and computer programming designed for Computer Information Systems students. Students are introduced to important hardware/software terminology used in the industry, and to problem solving and programming using a current programming language, such as Visual Basic. Topics include structured program design, algorithm development, testing and debugging, and program documentation. Prerequisites: MATH 095 if require by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CIS 132
Network Design
Covers design, installation, and maintenance of local area networks. Topics include installation of hardware and network software, installation of application software, system configuration, hardware and software testing, setting up directories, user accounts, and user access rights. Discussion of different network topologies, medium, and software are also included. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 213
Programming in C++
An introduction to the C++ programming language using structured programming and Object Oriented Programming techniques. Students learn basic program structure, data types, control structures, pointers, arrays, strings, and are introduced to classes and objects. Emphasis is on writing structured programs to solve business-oriented problems. Prerequisites: C or better grade in CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CIS 214
Systems Analysis and Design
An introduction to the concepts of systems development. Emphasis is placed on taking a structured approach to analyzing existing business-oriented systems, and designing solutions to problems with those systems. Students work in a team environment to solve specific problems and present solutions to the class. Prerequisites: CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 215
Operating Systems
An introduction to computer operating systems. Operating system theory and a comparison of major operating systems in use are discussed, along with the technical and operational trade-offs among them. Prerequisites: CIS 132; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 220
Database Concepts
Design and implementation of databases using common DBMS packages. The role of databases in business is discussed, with an emphasis on databases in microcomputers, database design, including definition of requirements, data modeling, normalization techniques, and implementation. Prerequisites: CAPS 133; CIS 108 or CSCI 160; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 223
Programming in C++ Advanced Topics
This course is an advanced study of the C++ programming language, focusing on the object-oriented aspects of the language. Topics include classes and objects, inheritance, composition, overloading, and data abstraction. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CIS 225
JAVA
This course is an in-depth study of the JAVA programming language, designed for students who have programming experience. Prerequisites: C or better grade in CIS 213; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 227
Web Programming & Design
Focuses on the fundamentals of web programming and the development of web-based applications. Client and server-side programming are discussed. Topics include advanced web page development, including Active Server Pages, CGI/Perl, database-driven content, and scripting languages. Prerequisites: CAPS 152; CIS 220; CIS 213 or CSCI 165; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CIS 230
Computer Information Systems Internship
Students work in local CIS settings performing tasks including: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

COMM100

Creating Online Media
This course introduces students to the fundamentals of producing online media. The creation and positioning of web sites is examined, as well as the creation of interactive web site content. Journalism skills and writing for online media are emphasized, along with design for digital media. Other topics covered include legal and ethical problems emerging in online media and media convergence. Prerequisites: MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM101
Mass Media
A critical issues survey course of national mass media that focuses on media literacy. The historical development, economic structure, organization, function, and effects of mass media in society today are emphasized. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

COMM110
Aesthetics/Techniques of Video and Film Editing
This course provides students with an increased capacity to articulate concepts and ideas pertaining to production situations using visual media. Commonly used compositional structures are analyzed through classical films, works of art, and contemporary photojournalism. Other visual elements discussed include body language, as well as gender and cultural considerations. Students look at the artistic and aesthetic principles of editing pictures and sound. The course combines theory, history, and practice to help students understand the storytelling choices they face in film and video editing. Prerequisite: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM111
Foundations of Digital Editing
Designed for new media and communications majors, this is a basic, practical, hands-on introduction to the concepts of digital media editing. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills needed to design and produce simple edited material. Fundamental manipulation of moving and still graphics, as well as digital sound files are covered. Students use digital programs such as Adobe Premiere, Adobe Photoshop, and Adobe Audition. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM112
Foundations of Motion Graphics
This is a basic, practical, hands-on introduction to the concepts of creating motion graphics for students in the broadcast production, communication and media arts, digital cinema, and new media programs. Students learn the theoretical knowledge of basic production, along with the tactile and artistic skills to design and produce layered motion graphics and special effects for insertion in digital video projects. Prerequisite: Prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

COMM115
Introduction to Digital Video
Designed for new media and photography majors, this is a basic, practical, hands-on introduction to the professional creation of video material for digital presentation. Students learn the theoretical knowledge of basic production along with the tactile and artistic skills to design and produce basic video material. Composition, lighting, sound techniques, and artistic arrangement in video productions are covered. Digital equipment, including camera and non-linear editing systems, are used. Because of the similarity in course content, students completing this course cannot also receive credit for COMM 140 or COMM 240. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM120
Broadcast Operations
This course provides hands-on experience in the operation of radio and television equipment. In the radio portion of the course (first six weeks) students are trained to operate a broadcast audio board, edit audio tape, and speak into a microphone. In the television portion of the course (last nine weeks) students are trained to operate studio cameras, audio boards, video switcher, and to direct a simple television program with a student crew. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM140
Introduction to Field Production
A basic, practical, hands-on introduction to the professional creation of video & digital film materials for broadcast and other media video presentations. Students are introduced to basic camera and editing techniques; learn the theoretical knowledge of basic production; and develop the tactile skills needed to design and produce basic digital film/video material. Camera techniques, composition, lighting, sound techniques, and artistic arrangement in video productions are emphasized. Students, working as part of a professional production team, write scripts, prepare written plans, and make business-like presentations. Because of the similarity in course content, students may only receive credit for COMM 140 or COMM 115. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM145
DVD Authoring
DVD Authoring is a comprehensive introduction to making DVDs and bringing titles to the market. Students bring video clips to class and learn how to place and store them on a DVD. Students should have basic knowledge and experience with computers and software applications. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Occasionally.

COMM160
Broadcast Journalism
This is an intensive seminar on broadcast news gathering with practical emphasis on news writing and reporting for radio and television. Topics include ENG (electronic news gathering) and broadcast news style and theory. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM170
Broadcast Copywriting
This is a second-level writing course intended to teach students to write creative radio and television commercials. Correct grammar, structure, and style are important factors in student success. In-class writing assignments are a significant part of the learning experience. Those, as well as homework assignments, are read aloud in class and critiqued on the spot. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM210
Production and Direction
An introduction to the directing language and techniques from the viewpoint of the director of both broadcast and sitcom television. Students explore the different production dynamics between broadcast format and sitcom television/film style. Major objectives are to develop a basic competence in the fundamentals of studio directing, to introduce the creative dimensions of the television medium of human communication, and to develop skills working as a production team. Students will learn to work with performers, production crew and scripts. Substantial outside preparation for the laboratories will be required. Open to Broadcast Production, Communication and Media Arts, Creative Writing, and Digital Cinema program majors. Prerequisites: COMM 120 or COMM 140; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM220
Radio Production
This course focuses on the techniques of radio production with emphasis on the use of equipment in the broadcast situation, as well as the general operation of a radio station. Announcing, editing, mixing, and remote production are covered. Substantial outside preparation is required. Prerequisites: COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

COMM225
Communication Law and Ethics
The course introduces students to communication law, with an emphasis on First Amendment issues, libel, privacy, confidentiality, access to information, etc. The ethics section is designed to help students to think critically, solve problems, and understand the consequences of what they will be doing in the "working world". Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM230
Broadcast Communication Skills
The course is designed to teach students how to deal with the responsibilities of an on-air broadcast position. Special attention is paid to individual voice training, as well as the elimination of regional accents and speech patterns. The ultimate goal of the course is to help students become effective communicators. Reading aloud, ad-libbing from copy, interview content and techniques are integral parts of the course. Prerequisites: COMM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

COMM235
Multi-Track Recording
Students are trained in multi-track recording techniques used by professionals in the broadcast industry. They are exposed to the specialized practices involved in the production of commercial jingles, music beds and narrative programs, SFX, and mix to film/video. Course activities include participation in analog and digital editing, voice-over, multi-track production recording, and final production for broadcast and digital production. Students work on professional, "industry-standard" editing programs. Advanced sound production techniques and special effects used in audio art post-production are emphasized. The class meets off campus in Ithaca. Additional fee required. Prerequisites: COMM 220; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM240
Non Fiction & Fiction Field Production
An intermediate-level fiction/non-fiction production course that emphasizes the production skills, storytelling concepts, and the legal and ethical framework for successful documentary and short story productions. Also covered are different stylistic approaches to the genre and concepts related to the video maker's "voice" within his or her work. The aesthetic focus is on creative authorship, personal vision, and the exploration of strategies and methods for transforming vision into reality. The technical focus is on increasing sophistication and skill within specific areas of field production: sound recording, camera work, lighting, production planning, and computer-based nonlinear editing systems. Short projects are completed. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; COMM 111; COMM 140; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

COMM245
Professional Video Editing and Post Production
This course, designed for students with video editing experience, focuses on advanced techniques to help streamline system, media, and project management. The theory and practice of editing through overall projects, and post-production collaboration are emphasized. Specific topics discussed and demonstrated include the principles, terms, and concepts of random access digital editing, along with storytelling, emotion, pacing, openings, and intercutting. Screenings, class exercises and individual projects are integral parts of the course. AVID and Final Cut editing systems will be introduced. Prerequisites: COMM 110; COMM 111; COMM 112; COMM 140; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

COMM250
Sports Field Production
Students are introduced to the fast-paced, high-pressure field of court and field-side sports production. The focus of the course is not so much on the production tools (i.e., digital and analog equipment and technology), but on what to do with them. Students learn how to use cameras, switchers, and post-production techniques to structure pictures and sound for maximum communication effectiveness. They handle every aspect of behind-the-scenes television sports remote production including planning, producing, executing, and editing home games at the college. Students are expected to produce a weekly sports show that airs on cable television. Prerequisites: COMM 120; COMM 140; prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 099 if required by placement testing. 3 Cr. (1 Lec., 4 Lab.) Occasionally.

COMM262
Portfolio Preparation-Communication
Intended for Broadcast Production, Communication and Media Arts, and Digital Cinema program majors in their second year of study, students explore transfer options and/or potential employers/clients and create a visual/audio portfolio. Topics include researching transfer schools and/or employment opportunities, selecting works for the portfolio, considering different portfolio delivery and presentation methods, writing mission statements and resumes, interviewing skills, and creating a finished portfolio that meets the requirements of the targeted transfer institutions or employers. Prerequisites: Broadcast Production or Communication and Media Arts or Digital Cinema major who has completed two semesters of program courses; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall and spring semesters.

COMM265
Communication & Media Arts Internship
This course provides an opportunity for Broadcast Production, Communication & Media Arts, and Digital Cinema program majors to gain work experience in a media outlet. Prior to enrollment, a student must have completed 12 credits of Communication (COMM) coursework with C or better grades, and meet other requirements. Prerequisites: 2.0 or higher cumulative GPA; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; permission of Communications & Media Arts program chair. 3 Cr. (9 Lab.) Occasionally.

COMM285
Radio News Production
This is a second year radio course designed to help students build on the writing skills learned in COMM 160 Broadcast Journalism. Students have the opportunity to take the next step in the news process by applying the written material and news gathering skills they have learned to produce radio and online content. This content includes, but is not limited to, hourly newscasts, radio news magazine, long-format programming, remote reporting, emergency, and large-event coverage. Students will be expected to produce content under real and simulated pressure. This is the radio version of COMM 295 Television News Production and Origination. Prerequisites: ENGL 101; COMM 120; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Fall semester.

COMM290
Television News Production
This is an advanced production course that covers studio news operations. The class functions as a working news crew with attendance and class participation critical for each student's success. Prerequisites: COMM 120; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

COMM295
Television News Production and Origination
The theories and principles of producing regularly scheduled television newscasts and news programs are covered in this advanced course. Students gain practical experience in news production and talent roles. Serious study, criticism, and evaluation of broadcast journalism in its varied and changing forms are emphasized. Prerequisites: COMM 101; COMM 140; ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 5 Cr. (2 Lec., 6 Lab.) Spring semester.

COMM298
Cinema Capstone
Cross-listed as ENGL 298.
Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles, and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135; MATH 095 and RDNG 116 if required by placement testing. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

CONT107
Construction Materials
This is a first semester course designed primarily for Construction Technology students. It is intended to develop familiarity with and an understanding of the properties of basic construction materials including concrete, steel, wood, aggregates and masonry and to explore environmental regulations, alternative construction methods and sustainability in the construction industry. Course content will be presented through lecture class discussion, demonstrations, and field trips. Prerequisites: MATH 095; ENGL 099; prior completion or concurrent enrollment in RDNG 116 if required by placement. 3 Cr. (3 Lec.) Fall semester.

CONT115
Construction Estimating and Planning
This is a study of construction cost estimating and planning, consisting of quantity take-off, material and labor costs and project planning. Emphasis is placed on interpreting architectural and engineering plans and specifications. Prerequisites: CONT 107; DRAF 117; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CONT202
Surveying
This course, intended principally for construction technologists, focuses on surveying theory, use of instruments, and computation methods with emphasis on construction applications. Instruction includes both lectures and field practice. Prerequisites: MATH 122; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CONT208
Construction Management and Regulation
This course covers "Basic Management" used in the construction industry including construction economics (CPM scheduling, estimating the use and legal implications of basic construction, and incorporating environmental and land use regulations and building codes into the construction management process. Prerequisites: CONT 107; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CONT210
Structural Design
An analysis of forces on static, rigid bodies, and an introduction to strength of materials and structural design. Topics include vector analysis, equilibrium, moments, centriods, moments of inertia, internal reactions, stress and strain, and design of beams and columns. Prerequisites: MATH 122; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

CONT216
Materials Testing
This is a fourth-semester course designed for Construction Technology students. Laboratory procedures pertaining to a variety of construction materials are discussed, followed by performance of those tests. Students prepare complete, formal reports of each exercise to professional standards. Course content is presented through lecture, class discussion, and demonstrations. Students perform lab exercises either individually or in groups. Prerequisites: CONT 107; ENGL 103; MATH 122; PHSC 104; RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

CRJU104
Introduction to Corrections
Cross-listed as HUMS 104.
This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

CRJU105
Introduction to Criminal Justice
This is an introductory study of the agencies and processes involved in the criminal justice system. Topics include the roles of the executive, legislative, and judicial branches of government, law enforcement agencies, prosecutors, adult and juvenile courts, the various components of corrections, and causes of crime. Roles and problems of criminal justice in a democratic society are analyzed, and emphasis is placed on the relationships among the major components of the system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU110
Police Patrol Operations
The course examines the design and implementation of police patrol operations, functions, duties, policies and procedures, and associated problems. Police discretion, use of force, liability, ethics, and landmark court cases are analyzed and applied. Contemporary cases and historic events are examined in conjunction with their roles and illustrations of police patrol methods and issues. Evolving changes within patrol operations, such as community policing, cultural diversity, and problem-solving policing are also studied. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semesters.

CRJU205
Concepts of Criminal Law
Criminal law is analyzed with an emphasis on the statutory classifications of crime, the elements necessary to establish a crime and criminal intent, and the rights and duties of officers and citizens. Students read and analyze court cases which examine the penal statutes. Prerequisites: C or better grade in CRJU 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

CRJU210
Introduction to Criminal Investigation
Basic principles of criminal investigation are examined. These principles include security, preservation and recording of crime scenes, crime scene search, collection, preservation and security of physical evidence, preliminary and secondary investigation processes, scientific aids to investigations such as DNA, crime causation and modus operandi, causes of death and death scene analysis, sources of information, including informants, interviews and interrogations, note taking and report writing, and case preparation. Prerequisites: C or better grade in CRJU 105; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

CRJU212
Community Corrections
Cross-listed as HUMS 212.
This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU213
Constitutional Law
Cross-listed as PARA 213 or POSC 213.
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

CRJU215
Legal Aspects of Evidence
Cross-listed as PARA 216.
The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

CRJU230
Criminal Justice Internship
This course is an opportunity for criminal justice majors to gain work experience in a criminal justice, human service, or community-based social service agency. A student may participate in the criminal justice internship after completing 12 semester hours of criminal justice courses and meeting other requirements. However, placements are prioritized and first offered to criminal justice majors in their final semesters. Before registering for the course, students must contact the criminal justice program chair. Eligibility criteria include an overall minimum GPA of 2.5 and a valid New York State driver's license. In addition, students must undergo legal history/court record background checks by host agencies. Convictions of certain crimes and other violations of the law may preclude participation. Prerequisites: C or better grade in CRJU 105, CRJU 210, and SOCI 207; instructor permission; ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (9 Lab.) Fall and spring semesters.

CSCI160
Introduction to Computer Programming
This course introduces computer programming in a Windows environment to solve problems and process information. Topics include algorithms, decisions, repetition, files, arrays, procedures and graphic interface design using Visual Basic. Prerequisites: Prior completion or concurrent enrollment in MATH 122 or MATH 132, or three years of NYS Regents Mathematics; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

CSCI165
Computing Fundamentals I
An introductory computer science course covering problem-solving, algorithm development, and object oriented design in JAVA. Specific topics include control structures, methods, top-down design, arrays, classes, and Graphic User Interfaces. Applications are from a variety of areas. Prerequisites: CSCI 160; MATH 132 or three years of NYS Regents Mathematics; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSCI205
Computing Fundamentals II
This is a second course in computer science covering algorithms, data structures, and object-oriented design. Topics include built-in data structures, user defined data structures such as stacks, queues, linked lists and trees, recursion, sorts, searches, and efficiency considerations. Data encapsulation is emphasized. The programming environment is JAVA. Prerequisites: CSCI 165; prior completion or concurrent enrollment in MATH 135, or equivalent; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSCI210
Assembly Language and Computer Systems
Develops basic concepts of computer systems and introduces the subject of computer architecture. Assembly language programming is covered in considerable detail. Other topics include machine language, addressing techniques, subroutines and control linkage, and macros. Prerequisites: CSCI 205 or ability to program in higher language; MATH 135 or higher; RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

CSS 112
Hardware Repair and Maintenance
This course prepares students for building, upgrading, maintaining, and repairing personal computers and peripherals. Students acquire an awareness of service shop practice, shop safety, and business practice. They learn through hands-on practice with hand tools and test equipment. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 212
Help Desk and User Support
This course covers user support, help desk management, and troubleshooting techniques. The Help Desk and User Support Specialist will provide technical support to other employees, vendors and business customers for computers (hardware), applications (software), and peripherals. These technical support personnel investigate, analyze, troubleshoot, and document both first level and second level (complex) problems. Students use established process and procedures including documenting and tracking trouble tickets using database systems. Prerequisites: CSS 112; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

CSS 240
Computer Support Specialist Internship
Provides a 14-week supervised work experience in the field of computer support. Students work in local computer support settings where they perform duties such as installation and upgrades of various hardware peripherals, detection and diagnosis of hardware and software problems, and repair of hardware devices. Prerequisites: CSS major and completion of all required CAPS, CIS, and CSS courses; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

DRAF107
Engineering Graphics
This course aims to introduce students to the graphical "language of the engineer," and is designed for students planning to enter an engineering-related field. Students explore graphical communication through freehand sketching and extensive use of computer aided design (CAD). The course emphasizes drafting standards in the creation of multi-view and pictorial drawings, and incorporates dimensioning and tolerances. Through this process students are introduced to the exciting world of engineering design and equipped to communicate design ideas graphically. Prerequisites: MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Fall semester.

DRAF117
Architectural Drafting I
This course is the first of a two course sequence intended to introduce and develop proficiency in basic drafting techniques used in building and construction drawing. In addition, related light construction principles are introduced. Using an introduction to freehand sketching techniques, along with using ArchiCAD, the student creates building plans, sections and details. Note: The course no longer includes any manual instrument drawing and it is not an architectural "design" course. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

DRAF118
Architectural Drafting II
This course is a continuation of DRAF 117. New material to be explored includes electrical, plumbing and HVAC systems, building code requirements, site considerations, and basic concepts of residential planning, and alternate energy systems. Using techniques developed in various software programs, students develop site and system plans, research alternative energy and new technologies in the construction industry, and develop and demonstrate team work and presentation skills. Prerequisites: DRAF 117 or equivalent; MATH 090 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Spring semester.

DRAF120
Introduction to Computer Aided Drafting
This is an elective course that provides an introduction to the use of computer application software when creating engineering drawings. The course is project oriented with all drawings produced using computer aided design (CAD) software. Note: While the course is open to any student with an appropriate background in drafting fundamentals, students who have completed DRAF 107 or DRAF 117 may not use credit earned for DRAF 120 toward degree requirements. Prerequisites: Basic drafting skills in multi-view drawing and dimensions; MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 3 Lab.) Occasionally.

ECHD110
Children and the Arts
This course is a study of the creative arts processes in visual art, drama, literature, music, and movement for students preparing to work with young children. Opportunities are given to identify and develop programs, lessons and activities to meet young children's needs in the area of creative arts. The value of the arts in early childhood, both as an important end and as tools for success in other areas is discussed (NAEYC). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD125
Introduction to Early Childhood Education
Cross-listed as HUMS 125.
This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD206
Infant/Toddler Environments and Curriculum
Focuses on the education and care of infants and toddlers. The course examines the principles of planning a developmentally appropriate, safe, and healthy environment for children younger than three years old, and takes an in-depth look at the impact of cultures on the learning environment. The relationship between the infant/toddler learning environment and the curriculum is thoroughly investigated. The intent of the course is to develop a curriculum for infants and toddlers, that evolves around care-giving tasks and play (with the resulting adult-child interactions) that create meaningful growth-producing learning experiences for young children. Students spend 45 hours throughout the semester in an infant/toddler field placement. Prerequisites: ECHD/HUMS 125, or a course in infant/toddler development; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec., 1 Lab.) Fall and spring semesters.

ECHD225
Early Childhood Curriculum Development
Cross-listed as HUMS 225.
Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD226
Planning and Management of Day Care Centers and Nursery Schools
Cross-listed as HUMS 226.
Designed for students considering careers in the early childhood network. Topics include administration, finances, budgeting, space and equipment, staffing patterns, safety, children's programs, community relations, and food management in early childhood settings. Parent involvement in early childhood programs is also examined. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

ECHD240
Techniques for Observing and Recording Young Children's Development
Designed to acquaint early childhood students with the observation techniques they need to become thoroughly familiar with how children grow and develop. The observation techniques are a skeleton on which the students build knowledge of child development and behavior. Students also learn the goals, benefits and uses of assessment. Each week students review child development principles and use one special observation technique to study these principles. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

ECHD242
Guided Field Work - Early Childhood Education
This course is designed to provide early childhood students with an advanced hands-on experience in an early childhood setting. Students have an opportunity to develop their abilities to understand and relate to young children in a group setting. They participate in classroom planning and work as a member of an early childhood learning team. Each student works with an experienced early childhood professional as his/her supervising teacher for a minimum of 112 hours during the semester. Students are also required to attend three-hour bi-weekly seminars, during which they will be able to integrate their experiences with theory and research. Corequisite: ECHD 240. Prerequisites: ECHD 110; ECHD/HUMS 125; ECHD/HUMS 225; ENGL 101; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 4 Cr. (1.5 Lec., 8 Lab.) Fall and spring semesters.

ECON101
Introduction to Economics
This course is an introduction to macro and microeconomic theory emphasizing economic concepts and principles as tools in clarifying some of the major issues facing contemporary society, e.g., inflation, unemployment, international trade, health care, and the environment. ECON 101 fulfills the SUNY General Education Social Sciences requirement. A student who completes ECON 120 and/or ECON 121 may not use credit earned in this course toward degree requirements. Prerequisites: MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON120
Principles of Microeconomics
An analytical introduction to the processes by which economic resources are allocated and income is distributed. Concepts addressed include scarcity and opportunity cost, utility, supply and demand, elasticity, production costs, pricing under perfect and imperfect competition, the role of government, and the theory of international trade and finance. This course is designed to serve the needs of students intending to transfer to a four-year institution. ECON 120 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ECON121
Principles of Macroeconomics
An analytical introduction to alternative macroeconomic theories of national output and income determination. Topics include the business cycle, unemployment, inflation, national income accounting, fiscal policy, deficits and debt, monetary policy, the Federal Reserve system, supply-side policy, theory and reality. This course is expressly designed to serve the needs of students intending to transfer to a four-year institution. ECON 121 fulfills the SUNY General Education Social Sciences requirement. A student who completes this course may not also count credit earned in ECON 101 toward degree requirements. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 100. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC201
Introduction to the Teaching Profession
This course is designed to provide potential teachers with the opportunity to look closely at teaching as a profession. Students examine their individual motives for entering the field, and they gain first-hand knowledge through a 30-hour field experience in a K-12 classroom. Emphasis is placed on examining significant issues and trends in American education. The course explores the role of the family, the community, and society in the general process of education. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; one of the following: HSTY 201, HSTY 202, POSC 103, PSYC 103, or SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

EDUC295
Foundations of Education
Cross-listed as SOCI 295.
This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ELEC121
Digital Electronics I
An introduction to digital electronics. Basic digital concepts such as binary arithmetic and Boolean algebra are introduced and combinational logic circuits are analyzed and discussed. Combinational logic is then used to analyze MSI ICs like arithmetic, parity, and code conversion circuits. Prerequisites: Prior completion or concurrent enrollment in ENGL 099, MATH 100, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ELEC126
Basic Electricity
This course provides an understanding of the principles of electricity as a foundation for further study in electronics or power. Direct current (DC) circuits containing voltage and current sources, resistors, capacitors, and inductors are analyzed. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: Prior completion or concurrent enrollment in MATH 100 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC127
Circuit Analysis
This course is designed to extend the topics covered in ELEC 126 (Basic Electricity) to AC circuits. Phasor mathematics and complex number algebra are used to apply techniques such as series/parallel analysis, nodal and mesh methods, superposition, and network theorems to AC circuits. Transformers, resonance, AC power, and delta-wye circuits are also covered. A graphing calculator (TI 86 or equivalent) is required. Prerequisites: ELEC 126; MATH 122 or MATH 132; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC130
Electronic Devices and Circuits
An introduction to analog electronic circuit elements and their operating characteristics. Components used are bipolar transistors, FETs, diodes, thyristors and opto-devices. Coverage includes the operating characteristics and design of power supplies, zener regulators, clipper/clamper circuits, small and large signal amplifiers, and lag/lead frequency response circuits. Prerequisites: ELEC 126; MATH 122; RDNG 099 if required by placement testing; and prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC207
Fabrication Techniques
This course is designed to teach and practice the basic procedures and skills required for circuit and chassis layout, design, and manufacture. Topics include soldering characteristics and methods, component packaging and mounting techniques, electronic tools, printed circuit-board characteristics and design, wire wrapping, wire harness, PCB manufacture, chassis layout and manufacture, and PCB repair techniques for thru-hole and SMD components. Prerequisites: ELEC 130; DRAF 107; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Fall semester.

ELEC222
Digital Electronics II
A continuation of the fundamental concepts discussed in ELEC 121, addressing specific digital technologies such as flip-flops, counters, registers, oscillators, analog converter ICs, memories, and programmable logic devices. Sequential logic, trouble-shooting, and timing analysis are covered in detail. Prerequisites: ELEC 121; ELEC 130; MATH 122; and prior completion or concurrent enrollment in ENGL 101; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing.

4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC223
Microcontroller Fundamentals
Complete coverage of microcontroller assembly language instruction set, including hardware interfacing. All logical operations and the software required for input/output to MSI ICs are included. Other topics include microcontroller architecture, address decoding, memory ICs, keyboard and display scanning, interrupts, breakpoints, software control of peripherals, and troubleshooting strategy. Prerequisites: CSCI 160; ELEC 222; MATH 122 or MATH 132; and prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ELEC233
Linear Integrated Circuits
An introduction to comparator and operational amplifier IC applications used in modern electronic circuitry. Topics include inverting and noninverting amplifiers, signal generators, opamp specifications, frequency considerations, precision rectifiers, and active filters. Prerequisites: ELEC 130; MATH 122; prior completion or concurrent enrollment in ENGL 101; RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall semester.

ELEC240
Computer Applications for Data Acquisition & Control
An introduction to the latest software and computer hardware in the modern electronic and computer fields. The goal of this fourth-semester course is to give the students the up-to-date skills needed to gain immediate employment in this rapidly changing area. This goal is accomplished by gaining proficiency in writing original programs to interface to electronic instruments for data acquisition and control. Students will also learn to use several different software applications for acquiring, analyzing, and graphing data, as well as controlling industrial processes using FPGA's, PLC's, Lab View, and Robotics. Prerequisites: CSCI 160; ELEC 222 or ENSC 203; ELEC 233 or ENSC 203; MATH 135; prior completion or concurrent enrollment in ENGL 101; and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

EMT 220
Basic Emergency Medical Technician - D
This course is designed to prepare students for New York State certification. Students successfully completing this course are able to take the New York State basic EMT practical skills exam. Passing the skills exam makes the student eligible to take the New York State written certification examination. Upon completion, students will be skilled in basic life support, assessment and management of trauma, as well as medical, environmental, and obstetrical emergencies. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 10 Cr. (9 Lec., 2 Lab.) Fall semester through March of the following spring semester.

EMT 225
EMT - Intermediate
Designed to prepare the student in emergency care at the intermediate level for New York State Emergency Medical Technician exam. This course is for professional rescuers. There is a heavy focus on competency in trauma evaluation, rapid field assessment, and intervention. Competency based skills in this course concentrate on advanced airway management, intravenous infusions, and the use of the defibrillator. The intermediate emergency medical technician will be able to provide pre-hospital care to the acutely ill or injured. Prerequisites: Basic EMT-D NYS certification; MATH 095 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 8 Cr. (2 Lec., 10 Lab.) Fall semester.

EMT 226
EMT - Critical Care
This course uses instructional scenarios in skill labs throughout the course to integrate didactic learning and psychomotor skills development in emergency patient management. In addition, 300-plus hours of supervised hospital and field (ambulance) clinical are required for competency in managing patient care situations. Upon passing this course, the student will be eligible to take the NYS skill and written exam at the EMT critical care level. Prerequisites: Prior completion or concurrent enrollment in EMT 225; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 8 Cr. (2 Lec., 10 Lab.) Spring semester.

ENGL099
Basic Writing Skills
This course helps students develop essential writing skills. Work with paragraph development, grammatical correctness, and the essentials of punctuation forms the core of the course. Introductory activity on the development of a five-paragraph essay is included. Students must receive at least a "C" grade to pass and to take additional English courses. This course is not intended for non-native speakers of English who have yet to complete ESL classes. This is a noncredit course that may not be applied toward any degree or certificate program, but it may be counted toward a full-time load for financial aid purposes. Prerequisites: Appropriate assessment score; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

ENGL100
Academic Writing I
This is the first of a two-course sequence of academic writing. Students learn how to write a variety of essays, usually in response to readings. They review grammar and basic writing skills, learn an effective writing process, begin to engage and respond to academic texts, and are introduced to research and documentation of sources appropriate for introductory-level college essays. Special sections may center on a theme. Students must earn a grade of C or better to take the second course in the sequence, ENGL101. Prerequisites: C or better grade in ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101
Academic Writing II
This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. An honors section is offered. Prerequisites: C or better grade in ENGL 100 or appropriate assessment; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL101H
Academic Writing II - Honors
This course develops and refines student writing in an academic context. Students engage and respond to challenging texts as they develop critical thinking skills. They learn to support their ideas with credible, authoritative information from academic sources and to recognize audience, purpose, and bias. Special sections may center on a theme. ENGL 101 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: C or better grade in ENGL 100 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102
Approaches to Literature
Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students appreciate and understand fiction, drama, and poetry as forms of literary expression. ENGL 102 fulfills the SUNY General Education Humanities requirement. An honors section is offered. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL102H
Approaches to Literature-Honors
Provides a comprehensive introduction to the major aspects of literature. Extensive writing, using various rhetorical modes, helps students develop an appreciation and an understanding of fiction, drama, and poetry as forms of literary expression. ENGL 102H fulfills the SUNY General Education Humanities requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL103
Report Writing
Report Writing incorporates discussion, analysis and design of the principal types of formal and informal reports including incident, field trip, investigation, evaluation, feasibility, instructions, and description. Students are introduced to the basics of report writing style. A review of fundamentals of grammar and usage needed for clear, concise reports, as well as the mechanics of writing are included. ENGL 103 fulfills the SUNY General Education Basic Communication requirement. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL105
Beginning Acting
Provides students with the opportunity to experience the various techniques involved in acting, such as use of body, voice, movement, and character development. Application and use of make-up are discussed and included in acting assignments. Activities include improvisation, scenarios, and workshops. Emphasis is on participation and in-class exercises. Substantial outside preparation in the form of extra rehearsal hours is required. ENGL 105 fulfills the SUNY General Education the Arts requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

ENGL135
Writing Workshop - Short Narrative Film
This course explores techniques used to write screenplays for short films. Topics covered include story concept, structure, theme, setting, character, and dialogue. Visual writing is emphasized. Alternative structures for new media stories are discussed. Students complete an original screenplay for a short film (under 30 minutes). Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

ENGL200
Screenwriting
This course introduces students to the fundamentals of developing and writing screenplays for film and television. Story analysis, concept development, the writing process, and script format are emphasized. Other topics include networking, marketing, and screenwriting resources. ENGL 200 fulfills the SUNY General Education requirement in the Arts. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL201
Fundamentals of Speech
Fundamentals of Speech is designed to aid in developing effective oral communication techniques. The course consists of the study of the principles and the methods of public address, the preparation and delivery of speeches, and the analysis of student and outside speakers. Extemporaneous speaking and the development of organization in speech composition are stressed. Prerequisites: ENGL 100; MATH 090; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL204
Fundamentals of Interpersonal Communication
This course is an introduction to the basic principles of interpersonal communication. Theoretical perspectives are presented and integrated with practical applications. The focus is on developing skills that contribute to effective interpersonal communication. Topic areas include relational development, self-awareness, interpersonal perception, language, listening, assertiveness, social roles, and conflict management. Emphasis is placed on class participation. Prerequisites: ENGL 100; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL205
American Literature I
This course examines the foundation and development of the literature of the United States from the Colonial period through Transcendentalism. Students develop their abilities to analyze, interpret, and use effective research and writing processes to produce papers that examine the major themes, historical perspective, significant form, style and the artistic convention of literary works from this period. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL206
American Literature II
This course traces the traditions and innovations in American literature from the time of Mark Twain to the present day. Class sessions are divided into three modules that reflect the three genres of literature covered: the novel, poetry, and drama. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL208
Introduction to Native American Literature
Exposes students to the body of English-language literature arising from the native cultures indigenous to the contiguous United States. Works studied range in time from before the Revolutionary War to the present; range in origin from the Iroquois/Creek confederacies of the East to the Athabascan cultures of the West; range in genre from oral literature to the novel; and range in form from text to film. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL215
Short Fiction
This course focuses on a critical discussion of short stories, covering a broad range of forms and techniques. American, British, and Continental authors of short fiction are studied. Particular attention is given to the works of twentieth century authors. Emphasis is placed on class participation. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL216
Advanced Screenwriting
This course explores the use of traditional three-act narrative structure and alternative narrative structures in the feature-length screenplay through close analysis of appropriate texts and films. The course emphasizes creative problem solving, organizational strategies, and story development. In addition, students examine screenplay format, treatments, query letters, pitching, and resources. For the major course project, students write a feature-length screenplay. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL218
Smart TV
Cross-listed as SOCI 218.
The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL220
Literature for Children
Literature for Children presents a study of the poetry and prose available for children from preschool through junior high school. Students examine the characteristics of children's books including picture, folk, fantasy, biography, historical fiction, information books, contemporary realistic fiction, and poetry. Topics include evaluation of children's books, principles of book selection, illustrations in books, cultural diversity in children's literature, and motivating children's responses to books. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL225
World Literature I
Covers reading and analysis of master works of world literature from the Greeks and the Hebrews through the time of the Renaissance. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL226
World Literature II
An analytical overview of the master works of world literature from the Age of Reason to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL227
Creative Writing Workshop
Incorporates experiments in imaginative expressions in short fiction and poetry, and strategies and techniques for writing and editing. In addition to class discussion, workshops, and personal conferences with the instructor, the course includes intensive reading of significant modern writers. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENGL229
Introduction to Poetry
This course is a study of theme, form, and imagery in lyric and narrative poetry. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL233
Film Analysis
We study some of the most beautiful and powerful American films made to date. Students watch and analyze films, and learn to look deeper and deeper into the ways in which film techniques work together with narrative to create the layers of meaning that contribute to film's power as a medium. This course primarily surveys films from the American Film Institute's top 100 lists. ENGL 233 fulfills the SUNY General Education Humanities requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

ENGL235H
Studies in Leadership - Honors
This honors seminar is an investigation of leadership, as it has been perceived over several millenniums. Class discussions focus on imaginative literature, non-fiction prose, and contemporary media that present the leader in action and the challenges, methods, and essential elements of leadership. Significant outside reading is required. Prerequisites: B or better grade in ENGL 101, and 3.5 GPA or membership in the Honors program. 3 Cr. (3 Lec.) Occasionally.

ENGL237
Journalism
This course introduces students to current theory and practice with an emphasis on the development of writing competencies in the major journalistic modes. Objectivity, fairness, balance, ethics, and publication law are discussed. Writing assignments include news, sports, profiles, features, and editorials. Prerequisites: ENGL 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL239
Newspaper Editing
This course stresses the roles and expertise of both copy editor and news editor. Topics include history, law and ethics of the press, editing for style, grammar, objectivity, fairness and balance, composing headlines, page make-up, and the organization of the small newspaper. Prerequisites: ENGL 237; MATH 090; RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

ENGL245
Survey of British Literature I
A survey of the major British literary works from the Anglo-Saxon era to the beginning of English romanticism. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL246
Survey of British Literature II
The continuation of ENGL 245 including selected works of major British authors from the Romantic period to the present. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL247
Beat Movement in American Literature
An analytical examination of the literature, the history, the social implications and philosophical perspectives of the Beat Movement in American literature. Students read, analyze, assess, and write about a body of literature that contributed to, and exemplifies new configurations and radical inventions, and interventions that have shaped American literature. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL248
Contemporary Women Writers
Cross-listed as WGST 248.
Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL250
Field Studies in Literature
This travel course introduces students to the literature of a country/region selected by the instructor. Students travel to the selected country/region as a group and gain an understanding of that country's/region's literary tradition and history through a tour designed to highlight places and things of particular literary significance. Some elementary language skills may be recommended as needed. Significant additional costs. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Fall semester.

ENGL255
Writing the Dramatic Television Series
This course explores the process of researching and writing episodes for the dramatic television series. After close analysis of appropriate texts and series episodes, students develop and write a spec teleplay for a current television drama. Prerequisites: ENGL 200; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL256
Playwriting
Students focus on critical elements of playwriting, and write a short play of at least 20 pages, which then is refined, edited, and work-shopped. Various techniques are used, including reading of dramatic texts, improvisation, scenarios, and group exploration. Emphasis is on class participation and in-class exercises. Outside work includes seeing two professional plays and writing short papers based on critical elements therein. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENGL257
Directing
Students learn the fundamental staging techniques for bringing dramatic texts to life on stage, focusing on techniques for effectively communicating the text to an audience. Students create prompt books that outline the critical information contained in dramatic texts. They also create scenes from improvisation exercises, and direct short scenes. A short paper based on an outside professional theatrical production is written. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENGL260
Creative Writing Portfolio
Students develop writing portfolios that meet the requirements of targeted transfer colleges and employers. They select and revise their writing with instructor guidance. Additional topics include cover letters, resumes, application essays, personal statements, and interviewing skills. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

ENGL261
Visiting Writer Series Workshop
This course gives participants the opportunity to hear from and interact with at least three distinguished writers of prose, poetry, screenplays or teleplays. Visiting writers read from their work and discuss their writing process. Students write short response papers and participate in creative writing workshop exercises. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (1 Lec.) Fall semester.

ENGL262
Writing Workshop - Poetry
In this workshop students write and share poems. Voice, form, rhythm, imagery, figures of speech, symbolism, and other elements of poetry are emphasized. Peer work is critiqued and revised in a workshop environment. In addition, students read and discuss the work of selected poets. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

ENGL271
Writing Internship
This course allows students the opportunity to include an internship in their studies and to integrate classroom learning with practice before beginning their writing careers. The program chair maintains an approved list of appropriate internship sites allowing students to participate in work environments where writing-oriented tasks such as writing, editing, proofing, and production are part of the student's workload. It is anticipated that students will gain not only invaluable practical experience, but also have the opportunity to complete work product suitable for inclusion in a portfolio. Prerequisites: ENGL 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1-3 Cr. (3-9 Lab.) Fall and spring semesters.

ENGL274
Marketing the Screenplay
Examines approaches screenwriters use to get their work read by the film industry. Major topics include networking, querying, and pitching. Students develop an understanding of how agencies, management companies, production companies, studios, entertainment attorneys, and writer unions interact. Writers' groups, conferences, film festivals, fellowships and competitions, and other resources are discussed. Legal concerns including copyright and wga registration, release forms, and option contracts are explored. Treatments, loglines, query letters, cover letters, and other tools are developed. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL275
Getting Published - Prose and Poetry
This course examines the approaches writers use to get their work read and published by writing markets, including literary presses, book publishers, magazines, and online publications. Major topics include researching and targeting appropriate markets and developing letters of inquiry, book proposals, and other tools. Literary agents, writers' groups, conferences, fellowships and competitions, and writers' guides are discussed. Basic legal concerns, such as contracts and copyright issues, are introduced. Prerequisites: ENGL 102; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

ENGL285H
Classic Epic in Transition - Honors
Cross-listed as HUMN 285H.
This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

ENGL298
Cinema Capstone
Cross-listed as COMM 298.
Students apply what they have learned in the Digital Cinema program courses as they work together to produce a short form, narrative, digital film. The course emphasizes collaboration and cinematic storytelling and aesthetics throughout the preproduction, production, and postproduction stages. Topics include script development, business and legal concerns, budgeting and scheduling, casting, directing, art and sound design, and cinematography. Hands-on participation gives students experience with the technical aspects of preproduction (editing, titles and effects, score, and sound). In addition, students learn about project promotion as they explore transmedia approaches, enter targeted film festivals, and identify appropriate distribution choices. Prerequisite: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; COMM 240; prior completion or concurrent enrollment in ENGL 101; ENGL 135. Restricted to Digital Cinema majors. 3 Cr. (3 Lec.) Spring semester.

ENSC137
Introduction to Engineering
Students will be introduced to the study and practice of engineering with emphasis on the design process. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in both PHSC 211 and ENGL 101. 1 Cr. (2 Lab.) Spring semester.

ENSC203
Electrical Science
DC and AC circuits are analyzed using standard network theorems, differential equations, and phasor operations. The laboratory exercises include work with basic components and with diodes, operational amplifiers, transistors and digital logic gates. Prerequisites: MATH 206; PHSC 212; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 4 Cr. (3 Lec., 3 Lab.) Spring semester.

ENSC204
Mechanics of Materials
The analysis of stress, strain, bending, torsion and deformation of materials used in engineered components such as beams, shafts, columns, and pressure vessels. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC209
Engineering Mechanics: Statics
A study of classical static mechanics, including three dimensional vector resolution, equilibrium and freebody diagrams, centroids, friction, and moments of inertia. Prerequisites: MATH 202; PHSC 211; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ENSC212
Dynamics
A study of the kinematics and kinetics of particles and planar rigid bodies. Topics include equations of motion, velocity and acceleration, inertia, work and energy, and impulse and momentum. Prerequisites: ENSC 209; MATH 203; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENVS101
Biological Resource Conservation
Explores the biological dimensions of natural-resource management issues. Included are discussions of population dynamics, human health and toxicology, wildlife biology and management, food production, pest control, and maintenance of biodiversity. Both local and global issues are addressed. Intended for all students, regardless of major field of study. ENVS 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS102
Technology and the Environment
Examines the technological aspects of resource problems. Topics include air and water pollution, traditional and alternative energy sources, climate change, and management of non-renewable resources. Technical and economic constraints are considered, along with alternatives for future development. Local and global issues are addressed. Intended for all students, regardless of major field of study. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS105
Environmental Ethics
At heart, all environmental controversies are composed of ethical dilemmas. For example, how much value should be placed on endangered species? What is the equitable way to control greenhouse gas emissions? What moral obligations do we have to non-human animals? This humanities course will function as a framework for analyzing the belief systems that underlie environmental controversies and discussing application of ethical theories to environmental decisions. Ultimately it will ask the student to articulate their own ethical approach to the natural world. Local and global issues are addressed. Intended for all students, regardless of major field of study. The course may be used for a liberal arts, humanities, or unrestricted elective requirement. It will not satisfy a science elective requirement. ENVS 105 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

ENVS107
Economy, Society & Environment
Cross-listed as POSC 107.
This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

ENVS295
Global Seminar
Cross-listed as ANTH 295.
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ENVS295H
Global Seminar-Honor
Cross-listed as ANTH 295H.
Using a case-study approach, students learn about important current issues focusing on environmental sustainability. Live videoconferencing and web-based instruction allow students from several colleges in the United States and abroad to critically examine environmental issues and their social impact on a global level. Prerequisites: ENGL 101; one course in the social sciences; ENVS 101 or ENVS 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

ESL 080
English as a Second Language - Basic
This course is designed for non-native speakers of English who do not speak English at all. The course helps students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on conversational and basic survival English. Substantial outside preparation and lab work are required. This course is not offered at TC3, but only at our partner institutions abroad. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090A
English as a Second Language - A
This course is designed for non-native speakers of English who have acquired a limited proficiency in English or who are false beginners. The course will help students develop basic English language skills in listening, speaking, reading and writing with primary emphasis on gaining fluency in conversational English. Substantial outside preparation and lab work are required. This course is only offered when special intensive language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Appropriate assessment test score or completion of ESL 080 with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 090B
ENGL as a Second Language - B
This course is a continuation of ESL 090A. It is designed for non-native speakers of English who have acquired some proficiency in conversational English. The course helps students develop their English language skills so that they are able to get along in typical situations encountered when living in an English-speaking world. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisite: Completion of ESL 090A with a C or better grade. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095A
English as a Second Language IIA
This course is designed for non-native speakers of English who have some proficiency in conversational English. Students in this course gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Appropriate assessment test score or completion of ESL 090B with a C or better grade; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 095B
English as a Second Language IIB
This is a continuation of ESL 095A that is designed for non-native speakers of English who have some proficiency in conversational English. Students continue to gain proficiency in conversational listening, speaking, reading and writing, with particular emphasis on speaking fluently and correctly. In addition, students are introduced to limited and adapted academic English. Substantial outside preparation and lab work are required. Students will need to pass a speaking test at the end of this course in order to continue in the ESL program at TC3. This course is only offered when special intensive English language programs are offered at TC3 or at our partner institutions abroad. Prerequisites: Completion of ESL 095A with a C or better grade; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Occasionally.

ESL 101
English as a Second Language I
This course is designed for non-native speakers of English who have good conversational English skills and wish to begin developing academic English language skills. Students in the course will work on improving listening, speaking, reading and writing skills using college level materials. They will begin to develop the language skills needed to undertake an academic program at an American college or university. Particular emphasis is placed on being able to write with good control of basic grammar. Substantial outside preparation and lab or online work are required. Students will need to pass a writing test at the end of this course in order to continue in their course work at TC3. Prerequisites: Completion of ESL 095B with a C or better grade, or appropriate score on the placement test; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 103
English as a Second Language II
This course is designed for non-native speakers of English who have excellent conversational skills in English, but who need to improve their academic English skills before entering a full program of study at a college or university. Students develop their skills in listening, speaking, reading, and writing skills using college level materials. Particular emphasis is placed on being able to complete basic academic writing such as the essays in different rhetorical modes. Substantial outside preparation and lab or online work are required. Prerequisites: ENGL 099; appropriate assessment test score or completion of ESL 101 with a grade of C or better; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 8 Cr. (8 Lec.) Fall and spring semesters.

ESL 105
Conversation Connection
Supplementing the academic ESL courses, non-native English students learn about pronunciation issues and practice real-world language functions. Students analyze conventions of daily, informal speech in American culture, compare American conventions to those of their culture, and obtain significant practice in using those American conventions. The course is graded Pass/Fail. Prerequisites: Concurrent enrollment in ESL 095 or ESL 101 or ESL 103; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Spring semester.

FITN101
Swimming I
Designed for students with little or no swimming ability. Students learn fundamental skills such as bobbing, prone and back glides, the front, back, and elementary backstroke, changing direction, treading water, jumping and diving into deep water. Special emphasis is placed on helping non-swimmers overcome fear of the water. Red Cross certification available. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN102
Swimming II
The objective of this course is refinement of basic strokes (front crawl, back crawl, elementary backstroke, breaststroke, and sidestroke) in order to swim with more ease, efficiency, and power. New skills that are introduced include the butterfly stroke, open and flip turns, feet-first, tuck and pike surface dives, and springboard diving. Endurance will be improved by the completion of the course. Red Cross certification available. Prerequisite: FITN 101 or equivalent skill level. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN104
Racquetball, Handball & Squash
This course introduces students to three parallel games with an emphasis on learning through activity. The course is designed to explore and develop the similarities of the three games. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN106
Modern Dance
This is a diversified study of the fundamentals of modern dance, and a combination of dance movement, theory, and imagination. Other styles of dance may be introduced. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN108
Adult Recreation and Fitness
This course operates on an independent study basis and follows the physical fitness guidelines established by the President's Council on Physical Fitness. It is designed for the student who already incorporates physical exercise into his/her daily routine. Students are required to actively participate in an approved exercise mode (physical activity), and to document the frequency and intensity of their activity. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN109
Skiing and Snowboarding
Covers skiing and snowboarding instruction for all levels from the beginner to the advanced. Classes are held at Greek Peak. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN112
Water Safety Instruction
This course is designed to train instructor candidates to teach the Infant and Preschool Aquatics Program, the seven levels of a Learn to Swim Program, Community Water Safety, and Water Safety Instructor Aide courses. It also teaches instructor candidates how to use course materials, conduct training sessions, evaluate student progress, and prepare and submit records and reports. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 16 years of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Spring semester.

FITN116
Tennis I
Designed to teach the fundamentals of tennis, specifically to new tennis players. Instruction includes supervised practice sessions and informal competition among participants. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN117
Tennis II
This course is designed to be a follow-up to FITN 116 - Tennis I. Students with basic tennis skills will increase their tactical knowledge and refine their skills in order to participate at a higher more competitive level. Prerequisites: FITN 116; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Summer semester.

FITN118
Aerobic Dance
Aerobic dance is a series of routines consisting of dance steps and calisthenics done to current music. The pace may be vigorous and the result should be an increase in flexibility and overall cardiovascular conditioning. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN119
Fly Fishing
This course is intended to introduce students to the sport and the literature of fly fishing, with special emphasis upon stream fishing for trout and salmon. Topics covered will include tackle selection, casting techniques, knot tying, applied entomology, conservation, and safety a stream. Weather permitting, field trips will be a part of the instructional program. Letter grade or P/F option is available. Hip boots or waders and a valid New York State fishing license are required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semester.

FITN120
Archery I
Students learn the basics of archery with an emphasis on the seven steps of archery, scoring, and the history of archery. Safety will be a major emphasis at all times. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN121
Archery II
A continuation of FITN 120 - Archery I, the course provides opportunities for students to increase his/her tactical knowledge and refine their skills. Advanced sighting techniques (bow sights) and long-range shooting are emphasized. Class bows provided. Additional fee required. Prerequisites: FITN 120; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN130
Varsity Athletics/Cheerleading I
Provides academic credit to first-year varsity athletes and cheerleaders who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity or related cheerleading activity; prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN140
Coed Sports
This course is designed to expose students to a variety of sports and activities using campus and community resources. Activities will be experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN141
Coed Basketball
Designed to provide a learning experience in the sport of basketball, all aspects of the game will be introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN142
Coed Sports After Fifty
This course is designed to provide opportunities for students (fifty years of age and older) to play a variety of coed sports and activities. Activities are experienced at the introductory level. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN143
Coed Lacrosse
Designed to provide a learning experience in the sport of lacrosse, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN145
Coed Soccer
Designed to provide a learning experience in the sport of soccer, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN147
Coed Softball
Designed to provide a learning experience in the sport of softball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN149
Coed Volleyball
Designed to provide a learning experience in the sport of volleyball, all aspects of the game are introduced and supervised. Previous experience with team sport activities is desirable, but not required. A medical clearance for physical activity is strongly recommended. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN151
Coed Golf
Students taking this course will learn and practice the fundamentals of golf. Students with no previous experience in these activities are encouraged to enroll. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN160
Backpacking
Cross-listed as RECR 160.
Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN161
Mountain Biking
Cross-listed as RECR 161.
Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN162
Sailing
Cross-listed as RECR 162.
Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN163
Teambuilding and Group Initiative Activities
Cross-listed as RECR 163.
Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN164
Snowshoeing
Cross-listed as RECR 164.
Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN165
Canoeing
Cross-listed as RECR 165.
This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

FITN203
Bowling
Students taking this course learn the basics of bowling, including, but not limited to the techniques of bowling, rules of the game, scoring, history of bowling, and governing organizations. The class meets each week at a local bowling facility. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab. for 5 weeks) Fall and spring semesters.

FITN204
Karate I
An introduction to the physical and spiritual aspects of traditional Japanese karate that teaches basic karate skills, individual kata (form), and two-person practices, as well as breathing and relaxation techniques. The emphasis of the training is on mutual respect, physical fitness, and self-empowerment. The course also incorporates practices of qigong (Chinese energy practice) to improve health and well-being. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN205
Karate II
A continuation of FITN 204. Students successfully completing the course will be at a level equivalent to orange belt (advanced beginner). Different kata (pre-arranged forms) are studied. Prerequisite: FITN 204. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN208
Weight Control
This course focuses on basic principles of weight loss through diet and exercise. Each student designs a weight management program to meet individual goals. Theory and physical exercise are the primary focus. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN213
Self Defense
An introductory level course in practical self defense designed for women and men. Students learn practical and effective basic defensive techniques as well as responses to a multitude of situations. They also learn how to improve awareness and to recognize a threat. No previous experience or training is required. Each class has a lecture and skill development component. Prerequisites: Prior completion or concurrent enrollment in RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN215
Aerobic Conditioning
This course provides opportunities for aerobic conditioning and strength training. Students have unlimited access to the college fitness center, without charge. Each student is provided with an individual exercise performance chart, a personal fitness testing data record sheet, and is guided into a comprehensive exercise routine. The course combines group lectures, use of the fitness center, optional use of the pool, and an outdoor walk/jogging trail. The fitness center has adaptive equipment. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN216
Lifeguard Training
Lifeguard Training prepares individuals to assume more effectively the duties and responsibilities of lifeguards. It covers equipment-based rescues, spinal injury management, post-rescue care and many other topics based on up-to-date principles of aquatic safety. First aid and professional rescuer level CPR training are also included. The Waterfront Life Guarding module covers skills and knowledge needed at the waterfront. Red Cross certification available. Prerequisites: FITN 102 or Red Cross level 5 or 6 skills with permission of the instructor; 15 yrs. of age or older, and successful completion of a pretest; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 2 Cr. (1 Lec., 2 Lab.) Spring semester.

FITN221
Snow Sports Instructor's Course
This course is an introduction to teaching skiing and snowboarding professionally. A certified member of the Professional Ski Instructors of America Association at Greek Peak Snow Sports School, in Virgil, N.Y. teaches the course. Snow sport school policies and procedures and progressions in learning and teaching skiing and snowboarding skills are covered. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Spring semesters.

FITN230
Varsity Athletics/Cheerleading II
This course provides academic credit to second year varsity athletes and cheerleaders who successfully complete course requirements and a sport season. Students involved in formal athletic programs are exposed to a myriad of learning experiences in the classroom, during practice sessions and contests. The state of one's health/fitness, social process issues, and mechanical principles are typically addressed in successful sport environments. Prerequisites: Verification of eligibility to participate in a varsity sport activity or related cheerleading activity; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

FITN240
Sports Officiating
Prepares students for sports officiating in soccer, volleyball, basketball, or lacrosse. Emphasis is placed on the rules, proper positioning, officiating mechanics, and etiquette. The course includes philosophy, theory, physical, and mental training. It provides an opportunity for those interested in becoming involved professionally in officiating New York State sport contests and pursuing sport specific officials' certification(s). Successful completion of the course prepares students for sport officiating examinations in New York State. A required practicum of understudy assignments makes up 25 percent of the grade. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

FITN276
Outdoor Recreation Field Adventure
Cross-listed as RECR276
Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

FREN101
French I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

FREN102
French II
This course is designed to develop high-beginning to low-intermediate level speaking, listening, reading, and writing skills in French. Cultural information about the French-speaking world is discussed. Course emphasis is on speaking and understanding colloquial French. Substantial outside preparation and lab work are required. FREN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

FREN201
Intermediate French I
This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 201 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

FREN202
Intermediate French II
This course is designed to develop solid intermediate level speaking, listening, reading, and writing skills in French and covers cultural information about the French-speaking world. Course emphasis is on speaking and understanding colloquial French, but also includes an introduction to French literature and some expository writing. Substantial outside preparation and lab work are required. FREN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: FREN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

FSS 110
Freshman Seminar-General Interest
Intended for the first semester, this course will allow students to engage in an exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well as after earning an associate degree. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 115
Freshman Seminar-General Interest
Intended for the first semester, this course will allow students to engage in an in-depth exploration of issues related to college success including engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following earning a degree at TC3. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 118
Freshman Seminar-Nursing Interest
Intended primarily for first semester college students with a particular interest in nursing, students will engage in an exploration of issues related to college success and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community; understanding diversity and relationship dimensions; and understanding college resources, policies, and procedures. It will also assist students in acquiring a self-understanding of one's own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans, both within TC3 as well as following a degree at TC3. Students wishing to enroll after their first semester must request permission of the instructor. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150, or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 120
Freshman Seminar-Nursing Interest
Intended primarily for first semester college students with a particular interest in nursing, students will engage in an in-depth exploration of issues related to college success, and will gain an understanding of the requirements for admissions to the nursing program. This course will assist students in engaging themselves in the college community, understanding diversity and relationship dimensions, understanding college resources, policies and procedures, and acquiring a self understanding of ones own strengths and intelligences and how these can be applied to academic goals, wellness issues, and issues related to future academic plans both within TC3 as well following a degree at TC3. Students wishing to enroll after their first semester must request permission of the Freshman Success Coordinator or the Student Success Coordinator. Because of the similarity of the course content, students may not receive credit toward their degree for ACAD 100, ACAD 150 or any other FSS course taken in combination with this course. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 131
Self and World
This is a required first semester course for students in the Exploratory Studies Sequence of the Liberal Arts-General Studies Program. It is designed to introduce students to the intellectual, social, and practical aspects of college life. Working within a diverse community of learners, students will explore how their lives shape and are shaped by the complex world in which they live, and they will extend their understanding of their roles within it. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

FSS 132
Freshman Seminar - Environmental Studies
This is a required first semester course for students in the Environmental Science A.S. degree program. Students are introduced to the broad scope of Environmental Studies as an academic discipline, career options in this field, and transfer opportunities in both the natural and social sciences. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall semester.

FSS 137
Freshman Seminar-New Media
Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

FSS 160
Freshman Seminar - Communication and Media Arts
Designed to enhance the college experience for first-year matriculated students. The Freshman Seminar employs an interactive design and a variety of instructional modalities (e.g., discussion, lecture, research, multi-media) to enhance student development in three areas vital to student success: study skills, program development, and career/transfer awareness. Students may not apply credit for more than one Freshman Seminar and may not apply credit for both ACAD 150 and a Freshman Seminar toward their degree. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

GEOG110
Geography of the Americas
A systematic description and interpretation of the earth's surface within the regions of North America and South America. Emphasis is placed on the distribution of people within these regions, factors which have caused the various distribution patterns, the effect of this distribution on the ways in which people live, and the relationship between the location of people and their physical environment. GEOG 110 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

GEOG115
Highlights of World Regional Geography
A description and interpretation of the surface and people of the earth outside of the Western Hemisphere. Special attention is given to the countries and regions of greatest development. The distribution of people, and factors causing this distribution are examined, along with the effects of the distribution on cultures and lifestyles. The relationship of people with their physical environment is also considered. GEOG 115 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

GEOL101
Introductory Geology
This is an introductory course in physical geology. Topics include structure of the earth, rocks and minerals, weathering and erosion, glaciation, plate tectonics, earthquakes, mountain building, igneous activity, geologic time, and local geology. Laboratories include the study of rocks, minerals, fossils, and topographic maps. Substantial outside preparation for the laboratories is required. GEOL 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

GEOL125
Biology and Earth Science for Teachers
Cross-listed as BIOL 125.
The course is designed for students intending to pursue a degree program in childhood/early childhood education. Basic concepts of earth science and biology are covered. The course focuses on the development of conceptual models which are useful in teaching these concepts at the elementary level. BIOL/GEOL 125 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 and ENGL 100 if required by placement testing. 4 Cr. (3 Lec., 3 Lab.) Fall and spring semesters.

GERM101
Beginning German I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in German. Cultural information about the German-speaking world is presented. Course emphasis is on speaking and understanding colloquial German. Substantial outside preparation and lab work are required. GERM 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or current enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

GERM102
Beginning German II
This course is a continuation of GERM 101. Students are required to write short compositions and discuss required reading assignments in German. Substantial outside preparation is required. GERM 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: GERM 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

HLTH101
Care of the Dying: Practical and Moral Issues
In this course the issues concerning death and the process of dying are explored. The emphasis is on examining ways of improving how we care for those who are dying. The psychosocial and physical problems encountered in life limiting illness, the hospice approach to these problems, and how culture affects dying are discussed. Students explore their own feelings about death and caring for the dying. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 1 Cr. (2 Lec. for 7.5 weeks) Occasionally.

HLTH104
Medical Terminology
Cross-listed as NURS 104.
Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH126
Health and Fitness
Students closely examine the elements of health and health-related components of physical fitness in this introductory course. Planning and participating in an interesting successful exercise and nutrition program is a fundamental aspect of this course. Successfully preventing, responding to injury/illness, and increasing or maintaining a productive level of energy are all issues which, when managed properly, contribute to an improved quality of life. Additional topics addressed include finding meaningful work, enjoying leisure activities, growing older successfully, and improving and protecting the environment. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HLTH135
Therapeutic Touch: Massage Techniques
Also cross-listed as NURS 135.
This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall semester.

HLTH205
First Aid and Safety Education
This is a study of the typical injuries, illnesses, and emergency situations received in workplace, recreation, home and community, as well as the corresponding first aid skills needed to manage those emergencies until Emergency Medical Services (EMS) personnel arrive. This course emphasizes ways to prevent such scenarios and helps students confront their fears of stepping forward to provide assistance. The corresponding American Red Cross certificate(s) in CPR and First Aid are given upon satisfactory completion of the requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH206
Personal Health
Isolates some of the most perplexing health-related problems, and provides opinions, data, and facts to help students make decisions to optimize their personal health. Topics include promoting health behavior change, psychosocial health, managing stress, violence and abuse, human sexuality, nutrition, weight management, personal fitness, addictions and addictive behavior, alcohol, tobacco and caffeine, illicit drugs, cardiovascular disease, cancer, infectious diseases, sexually transmitted infections, noninfectious conditions, healthy aging, environmental health, consumerism and complementary and alternative medicine. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH207
Drug Studies
This course deals with current problems, views, and attitudes concerning psychoactive drugs and their usage. Students explore the effects of drugs on human physiology and interpersonal functioning. They are encouraged to consider their own relationship with chemicals and to evaluate information related to specific subject matter. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH208
Alcohol and Alcoholism
A study of the drug alcohol and the disease alcoholism. All facets of the subject are discussed, including the sociological, psychological, and physiological. Experts who represent various areas, such as the medical profession, the law, rehabilitation, counseling, and psychiatry are called upon to share their knowledge and expertise with the class. An honest and practical look is taken at a drug affecting most of us in some way. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH210
Consumer Health Issues
This course offers students the opportunity to explore health care delivery systems, and the roles of caregivers from historical, ethical, political, social, and global perspectives. As a result of this exploration, students will become better-informed health consumers, and will be able to make more sound and responsible decisions to obtain and/or to provide improved health and health care for themselves and their families. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HLTH215
World Health Problems
The major causes of morbidity and mortality around the world are discussed and analyzed. Topics discussed in a seminar format include water availability and quality, human waste disposal, malnutrition, AIDS, and other diseases. The health problems of developed countries are compared and contrasted with those of developing countries, along with the methodologies used by national and international agencies to solve them. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HLTH216
International Health On-Site - Study Abroad
A service learning study abroad experience, coupled with ANTH/IED 260 Culture Survey for Study Abroad, this is an exploration of international health issues on site in a developing country. Students participate in health care clinics and other practice settings. Pre- and post-trip meetings and assignments are required. Significant additional costs. Prerequisites: ENGL 100; MATH 090 and RDNG 116 if required by placement testing; concurrent enrollment in ANTH/IED 260; instructor permission. 3 Cr. (1 Lec., 6

Lab.) Occasionally offered December-January and other vacation periods.
HLTH241
Pharmacology for Nurses and Allied Health Professionals
Cross-listed as NURS 241.
This is a comprehensive pharmacology course that includes the basic principles of pharmacology and the major classes of drugs. Legal and ethical foundations for safe drug administration as well as theories of drug action, physiologic processes mediating drug action, variables affecting drug action, and unusual and adverse responses to drug therapy are considered. Drug profiles are presented and include therapeutic drug action, side effects as well as client and family teaching. Nursing implications and application of nursing process are included for nurses who enroll in the course. Prerequisites: NURS 110; NURS 120; BIOL 131 or BIOL 201; BIOL 132 or BIOL 202; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

HRMG100
Introduction to the Hospitality Industry
A study of the growth and development of the hospitality industry, its present status, and future trends, including an introduction to the various areas of specialization. Areas covered include hotels, restaurants, resorts, wineries, casinos, and travel and tourism. Personal and professional qualifications for different career options will be discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100; MATH 090; and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HRMG101
Food Service and Preparation I
Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HRMG102
Food Service and Preparation II
This course involves practical application of elements of Food Service and Preparation I. Students work either in a commercial or institutional food service operation on a weekly basis. A weekly debriefing/discussion of the students' work experience is included. Prerequisites: HRMG 101; ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

HRMG103
Rooms Division Management
This course is a study of the procedures, analysis, and management of front office, housekeeping, engineering, and security. Through property management system simulation training, property tours, and lecture, students will gain an understanding of the various areas of the rooms division within a hotel. Other hotel departments will be introduced to explain departmental relationships. Prerequisites: ENGL 100; MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and semesters.

HRMG105
Food Sanitation & Safety
The basics of sanitation and management of food safety in the hospitality industries are the foundation of this training course. Students are prepared for industry certification testing which is required and monitored by the NYS Health Department to assure adherence to good sanitation and food handling practices. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee is required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG107
Safe Alcohol Handling
The principles of responsible alcohol transactions, which include understanding alcohol laws, evaluating intoxication levels, dealing with difficult situations, and checking identification, are covered. Students prepare for industry certification testing. If the final exam is passed with a 75% grade or better, certification is awarded by the National Restaurant Association. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

HRMG201
Hospitality Law
This course is a study of laws and regulations pertaining to hotel, restaurant, travel, and casino industries. The focus is on risk management, precautions, documentation procedures, and preventative methods necessary to avoid, or at least minimize, legal action. The course covers areas such as food and beverage service and safety responsibilities, contracts, employment and labor issues, civil rights, negligence, the innkeeper's duties, corporate and franchise laws, and product liability. Emphasis is placed on analyzing legal cases related to the hospitality industry so that future managers understand their legal rights and responsibilities. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG205
Hospitality Marketing
This course is a study of hospitality marketing for hotels, food service, travel/tourism, special events, and destination operations. Development of a strategic marketing plan, market research and analysis, buyer behavior, market segmentation, competition analysis, e-commerce business, publicity and promotion, and business feasibility are discussed. Various career and entrepreneurial opportunities in hospitality marketing and management are introduced. Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG206
Food and Labor Cost Control
A study of the impact effective control systems have on handling food, beverage, labor and assets. Cash procedures and handling of sales revenue are addressed. The student learns that checkpoints must be established for purchasing, receiving, storage, and disposal of product. Employee training and counseling are also addressed. Prerequisite: Prior completion or concurrent enrollment in MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HRMG213
Hospitality Internship
Through employment, mentorship and self-directed studies at a hospitality related organization, Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 3 Cr. (9 Lab.) Fall, spring, and summer semesters.

HRMG216
Hospitality Internship
Through employment, mentorship and self-directed studies at a hospitality related organization. Hotel Restaurant and Management majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete (three credits), before graduation, a minimum of 150 hours (10 hours per week for 15 weeks) of acceptable and appropriate employment at an approved organization. Six credits may be earned by completing a work experience minimum of 270 hours (18 hours per week for 15 weeks). Prerequisites: Prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; approval by faculty advisor and Hotel and Restaurant Management Program Chair. 6 Cr. (18 Lab.) Fall, spring, and summer semesters.

HSTY101
Development of the Western Tradition I
This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY101H
Development of the Western Tradition I-Honors
This course surveys the major historical developments of western civilization from the pre-historic era to 1650. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 101H fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY102
Development of the Western Tradition II
This course surveys the major historical developments of western civilization from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102 fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY102H
Development of the Western Tradition II-Honors
This course surveys the major historical developments of western civilization, from 1650 to the present. Special emphasis is placed on reading, interpreting, and discussing primary sources so students can comprehend the practice of historical research. HSTY 102H fulfills the SUNY General Education Western Civilization requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY110
World History to 1500
This course surveys the major developments in World Civilizations before 1500 and uses a chronological, regional, and intercultural approach. Students study social, political, religious, and economic changes that have created the complex modern world. Focus is given to areas of Europe, the Americas, Africa, the Middle East, and Asia. HSTY 110 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY111
World History Since 1500
This course surveys the major developments in world civilizations since 1500 and uses a chronological and regional approach. Students study social, political, religious and economic changes that have created the complex modern world. Focus is given to areas of the Caribbean Basin, South America, Africa, the Middle East, Asia, and Australasia. HSTY 111 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201
American History to 1877
This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY201H
American History to 1877 - Honors
This is a study of the American people from the point of European contact to the end of the Reconstruction period. Selected issues emphasized include the impact of European intervention on Native American civilizations, the development of the American republic, westward expansion, immigration, economic and religious ideals, the institution of slavery, sectionalism, early social reform movements including women's rights and abolition, and the war between the states. HSTY 201H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY202
American History Since 1877
This course analyzes problems faced by the American people since the end of Reconstruction. Issues include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202 fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HSTY202H
American History Since 1877 - Honors
This course analyzes problems faced by the American people since the end of Reconstruction. These problems include the effects of industrialization, social, economic and political reform, imperialism, immigration, urbanization, populism, progressivism, the transformation from isolationism to a position of world power, the New Deal, World War I, World War II, the Cold War, revival of feminism and racism. HSTY 202H fulfills the SUNY General Education American History requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY203
History of Tompkins County to 1865
Students explore the founding, settlement, and growth of Tompkins County to 1865. In the process, they examine three key questions: Who were the first peoples of Tompkins County? How has environment and geography influenced the county's history? What role did Tompkins county play in the abolitionist movement and Civil War? Learning resources include the archival and artifact collection at the History Center in Tompkins County. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HSTY215
History of Latin America
This course surveys the historical development of Latin America from 1450 to the present. One emphasis will be on the distinct role the United States has played in regional developments. Special attention is placed on reading, interpreting, and discussing primary source documents so students can comprehend the practice of historical research. HSTY 215 fulfills the SUNY GEN ED Other World Civilizations requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 101, RDNG 116, and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY225
African American History
This course is an introduction to African American history from the colonial era until Reconstruction. While tracing the major events that shaped America's history, the course focuses on the experience of African peoples using primary sources, audio and video presentations, class discussions, and lectures. Some major topics include geography and culture of Africa, transatlantic slave trade, systems of chattel slavery, and the roles of African Americans in religion, politics, culture, revolution, and the Civil War in America. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, HSTY 225 fulfills the SUNY General Education American History requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY230
History of Ireland - Study Abroad
Cross-listed as POSC 230.
The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY233
Women in U.S. History
Cross-listed as WGST 233.
This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY235
Medieval Europe 500-1500
This course surveys the major developments in Western European history in the era from the collapse of Rome until the age of Columbus. Special emphasis will be on the tangled relationship between church and state, the evolving lives of common people, and the development of law and government systems. Prerequisites: ENGL 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HSTY252
Native American History: Colonial Policies
A consideration of the development and maintenance of colonial policies toward Native Americans from the point of European contact to the War of 1812. The political, social, economic, and religious changes that resulted from national claims by the Spanish, Dutch, French, and British are examined. The course also examines how non-native peoples represented Native Americans and how these images (and misrepresentations) changed over time. Native American art and literature are introduced. HSTY 252 fulfills the SUNY General Education Other World Civilizations requirement. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HSTY255
Labor History
This course focuses on the individual and collective experience of workers from European colonization to the early twentieth century. Students are introduced to some of the major events in the history of the American working class through readings, lecture, online sources, videos and discussions. The course explores the construction of class and class-consciousness; studies changes in union philosophies and activities; and begins to understand the historical forces that helped shape the contemporary workplace. Material unfolds conceptually as the course considers how and why the workforce has changed over time. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

HSTY260
Topics in Modern Latin America
Cross-listed as POSC 260.
This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

HSTY290
Social Science Capstone Course
Cross-listed as ANTH 290 or PSYC 290 or SOCI 290.
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students will conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMN232
Introduction to World Religions
An introduction to several of the world religious traditions including Buddhism, Hinduism, Chinese religions, African tribal religions, Judaism, Christianity, and Islam. Students will learn about the key doctrines, beliefs, and practices of seven major religious world views. Although the course provides only a foundation for understanding different world religions, students will be given the opportunity to study one religious tradition in more depth. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMN285H
Classic Epic in Translation - Honors
Cross-listed as ENGL 285H.
This course introduces the classical epics: the Iliad, Odyssey, and Aeneid. These great poems provide important views of ancient Greek and Roman culture, mythology, and civilization. Their influence ranges over thousands of years, from ancient epic and tragedy to a variety of modern and contemporary arts. As pillars in the western canon of great books, they remain a focus of literary theory and criticism today. Students in this course are required to participate in research and discussion. Open to students in the honors program or by instructor permission. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

HUMS104
Introduction to Corrections
Cross-listed as CRJU 104.
This course focuses on the components and programs that constitute the correctional system within the United States. Major topics include origins and history of correctional philosophies, rationales, practices, programs, and institutions; administration and management of correctional facilities and programs; constitutional requirements and requirements in the operations of corrections; legal rights of inmates; incarceration of special-needs offenders; supervision of offenders who are not incarcerated; and the future of punishment and corrections. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS105
Introduction to Human Services
The purpose of this course is to identify agencies in the community that provide human services. Emphasis is placed on examination of the particular mission, objectives, organization, staffing patterns, and funding of such agencies. The interaction of various roles of the human service network is also examined. The course is intended for human service students, as well as for interested community members. The instructional modes include lecture, seminar, agency visits and presentations. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS110
The Helping Relationship
A study of the fundamental nature of the helping relationship, with emphasis on essential personal characteristics, knowledge acquisition, and skill development. Opportunities are provided to develop helping techniques such as interviewing, effective communication, assessing needs, establishing goals, and evaluating outcomes. The advantages and limitations of each technique are considered. Student self-evaluation of needs, abilities, and personal values are ongoing components of the course. The course is intended for human service students, as well as for interested community members. Prerequisites: C or better grade in HUMS 105; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS111
Introduction to Gerontology
This course presents an introductory level, interdisciplinary approach to the study of aging in American society. Sociological, biological, psychological, and demographic perspectives on the aging process are considered. The course provides an overview of theory, research, and applied aspects of aging. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

HUMS114
The Process of Group Communication
This course examines group process and its relationship to service organizations. Students study norms, roles, group rules, power, and leadership of small groups. Students experience and evaluate new techniques and methods of working with small groups in a human service setting. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS125
Introduction to Early Childhood Education
Cross-listed as ECHD 125.
This course focuses on the functioning of the total child, stressing the importance of early childhood education in a diverse society. Emphasis is placed upon the need to understand child growth and development, developmentally appropriate practices, positive guidance, and the importance of working with families. The students use observational worksheets in natural settings. Educational philosophy, legislation, public policy concerning the young child, and an overview of child care services are also discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS128
The Family: Strength-Based Intervention
A systems model is used to assess families' strengths and weaknesses in reference to meeting basic human needs of each member. Understanding the family in the social environment, emphasizing the strengths, resources, and unused opportunities of each family member, and identifying interventions available to the human services worker are studied. Priority is given to the study of the challenges most frequently encountered by families. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS206
Juvenile Delinquency
Cross-listed as SOCI 206.
Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS212
Community Corrections
Cross-listed as CRJU 212.
This course examines the variety of programs and services developed and used by community corrections. Major topics include probation, intermediate corrections, parole, criminal sentencing structures and processes, management of community corrections organizations, supervising a differentiated offender population, practitioners within community corrections, and juvenile community corrections programs. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

HUMS218
Home and Community Based Services for Older Persons
This study applies human service skills and resources, as well as knowledge of problems and needs of older persons, to an investigation of the delivery of helping services. Topics include home care, health and nutrition aid, recreation, social support, work opportunities, and provisions for institutional care, which are suitable for the physical, social psychological, and economic needs of individual clients. Prerequisites: ENGL 101; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

HUMS225
Early Childhood Curriculum Development
Cross-listed as ECHD 225.
Introduces and examines recent research in the field of early childhood development and uses it to develop curriculum for young children. Emergent, developmentally appropriate, anti-bias, and creative curriculum are discussed and integrated. Students demonstrate situations and analyze possible effects of methods discussed in class. Readings on methods and materials in the early childhood classroom are required. Prerequisites: ECHD/HUMS 125; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ECHD 110 recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS226
Planning and Management of Day Care Centers and Nursery Schools
Cross-listed as ECHD 226.
Designed for students considering careers in the early childhood network. Topics include administration, finances, budgeting, space and equipment, staffing patterns, safety, children's programs, community relations, and food management in early childhood settings. Parent involvement in early childhood programs is also examined. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

HUMS229
Applied Methods in Human Services
This course covers the practical applications and applied methods of the various helping theories in human services. Opportunities are provided for trying out a variety of helping methods. Videotapes and case studies are used extensively. Prerequisites: C or better grade in ENGL 101; HUMS 105; HUMS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

HUMS230
Human Service Internship
The internship experience provides an opportunity for students to spend 16 hours per week in direct service within social and educational agencies in the community. The 224 hours of fieldwork are completed during the spring semester and provide a forum to practice and develop helping skills expected of beginning professionals in human services. Prerequisites: ENGL 101; HUMS 105; HUMS 110; HUMS 229; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing. 6 Cr. (1 Lec., 15 Lab.) Fall and spring semesters.

IED 160
International Education
The course facilitates student registration in study abroad programs and courses offered by other colleges at various international locations. Upon completion of the international experience, students will receive academic credit for a variety of liberal arts and sciences and business courses. Student must receive approval from an academic advisor and must be in good academic standing. Significant additional costs. 3 - 15 Cr. (9 -45 Lab). Occasionally.

IED 260
Culture Survey for Study Abroad
Cross-listed as ANTH 260.
Provides a full cultural immersion experience via a short term study abroad trip to a non-U.S. culture, such as Guatemala, Nicargua, Ecuador, etc. Students are guided to practice cultural relativism using a holistic approach thereby broadening their global perspective. They practice hands-on ethnographic research methods such as interviewing, observing, and reflective journal writing. Cultural focus areas that are examined include indigenous lifestyles, health care, family structure, gender roles, religion, human rights, and globalization. Pre and post-trip work is required. Students meet during the semester preceding the trip. ANTH/IED 260 fulfills the SUNY General Education Other World Civilizations requirement. Significant additional costs. Scholarships available. Corerequisites: Designed as part of a six credit Learning Community, the course can be offered with courses such as BIOL 116, HSTY260, HLTH 216, ENGL 250, ENGL 149 Transformative Travel Writing, etc. An interview and permission of instructor(s) are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing; ANTH 201 or ANTH 202, and basic Spanish speaking skills are recommended, but not required. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

IRM 101
Research Strategies
How do you go about researching an information problem? This course goes beyond basic database and Internet searching to identify the experts, agencies, foundations and organizations who generate information. Search tools are reviewed, but the emphasis is on evaluation and critical reading of sources. Some class time is devoted to discussion of critical issues involving the role of information in society such as privacy, civil liberties, free speech and disinformation. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 1 Cr. (0.5 Lec., 0.5 Lab.) Fall semester.

ITAL101
Italian I
This course is designed to develop beginning level speaking, listening, reading, and writing skills in Italian. Cultural information about the Italian-speaking world is covered. Course emphasis is on speaking and understanding colloquial Italian. Substantial outside preparation and lab work are required. ITAL 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

ITAL102
Italian II
Building on the skills and knowledge acquired in Italian I, students continue developing listening comprehension, speaking, reading, and writing skills in Italian. By the end of the course students will be able to express themselves in Italian using past, conditional, future, and subjective tenses, both orally and in writing. Outside language lab work required. ITAL 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: ITAL 101; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MATH090
Developmental Mathematics
This course is designed for students who need to review certain mathematical skills in fractions, decimals, and percents. It is intended to help those who have not had experiences in math for a number of years, and to improve the skills of those who have had difficulty mastering these topics. A basic calculator with percent and square root keys is required. A C or better grade is required to pass the course and to take additional mathematics courses. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH095
Beginning Algebra
This is a beginning algebra course intended for students who have never had algebra or had it many years ago. Topics include operations of the integers, linear equations with applications, exponents, operations with polynomials, factoring, and graphing linear equations. A C or better grade is required to pass the course, and to take additional algebra based mathematics courses. A scientific calculator is recommended. This is a noncredit course, which may not be applied toward any degree or certificate program. It may be counted toward a full-time load for financial aid purposes. Prerequisites: C or better grade in MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

MATH100
Intermediate Algebra
This is an intermediate level algebra course intended for students who have previously taken a beginning algebra course. Topics include operations with polynomials, exponents, rational expressions, linear, quadratic, and rational equations, linear inequalities in one and two variables, systems of equations, and linear coordinate algebra. This course can be used to satisfy a math requirement at this college. It may not transfer to other institutions. Prerequisites: C or better grade in MATH 095 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH109
Statistical Literacy
This course is a study of selected topics from basic probability and statistics, including equally likely outcomes, conditional probability, mutually exclusive events, independent events, multiplication rule, mean, median, mode, standard deviation, normal curve, margin of error, and expected value. It is intended as a math elective for students without a background in algebra and is not a substitute for a standard statistics course. Students are required to have a calculator capable of computing mean and standard deviation, TI-34II recommended. Cooperative work is encouraged. Math 109 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH110
Topics in Mathematics
This course is designed to cover several non-algebraic topics. Topics may include patterns in our number system such as Pascal's triangle and its use in probability, sets and set operations, Venn diagrams, Cartesian products, logic including the study of truth tables and the nature of proofs, clock arithmetic and numeration systems, particularly base 2, 5, and 16, and an introduction to geometry. These topics are studied in order to provide students with a broad general overview of some areas of interest and utility in mathematics. Prerequisites: C or better grade in MATH 090 if required by placement testing; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH113
Mathematics for Elementary School Teachers I
This is the first in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. It is designed to provide an understanding of the various mathematical concepts presented in elementary schools. There is an emphasis on problem solving, communicating using mathematical language and theory, rational numbers and decimals. Prerequisites: C or better grade in MATH 095 if required by placement testing; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH115
Mathematics for Elementary School Teachers II
This is the second in a two-semester course sequence for students who intend to become elementary school teachers, or for students in the Early Childhood program. The course is designed to provide an understanding of the various mathematical concepts presented in elementary school. There is an emphasis on problem solving. Communicating using mathematical language and notation is stressed. Topics include probability and statistics, geometry, concepts of measurement, tessellations, congruence and constructions. MATH 115, together with MATH 113, fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 113 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH122
Technical Mathematics
Designed specifically to meet the needs of students in technology programs, this course is a study of fundamental algebraic operations, linear equations, functions, applied geometry, trigonometry, and vector analysis. MATH 122 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH132
College Algebra and Trigonometry
This course covers fundamental algebra and trigonometry between elementary algebra and pre-calculus. Topics include polynomial and rational expressions, graphing, functions, first and second-degree equations, polynomials and rational equations, absolute value, transformations, complex numbers, and right triangles and functional trigonometry. A specified model of graphing calculator is recommended. MATH 132 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or appropriate qualifying test score; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH135
Precalculus Mathematics
Provides the algebraic foundation, from a function standpoint, for a standard calculus course. Topics include inverse functions and their graphs; exponential and logarithmic functions with applications; trigonometry with applications, vectors, and conic sections. A TI-83 graphing calculator is recommended. MATH 135 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 122 or MATH 132, or appropriate qualifying test score; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH181
Discrete Mathematics
This is an introductory course intended primarily for students in the computer science or the Liberal Arts Adolescence Teacher Education concentration in mathematics, but it could serve as a liberal arts math elective for any student. Topics include set theory, logic, methods of proof, counting methods, graph theory, and trees. Prerequisites: C or better grade in MATH 122 or MATH 132 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semesters.

MATH200
Statistics
A study of the application of statistical procedures to the analysis of experimental data. Topics covered include methods of presentation of data, measures of central tendency and dispersion, sampling techniques, elementary probability, hypothesis testing, confidence intervals on both one and two populations, and linear regression and correlation. Use of the binomial, the normal, the student's T, and the chi-square distributions are covered. A TI-83, TI-83 plus, or TI-84 graphing calculator is required. MATH 200 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 100 or equivalent; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

MATH201
Calculus I
This is a first course in calculus for all disciplines. Topics include limits, continuity, derivatives of algebraic and trigonometric functions, antiderivatives, and the definite integral. Applications including curve sketching, optimization problems, related rates, area under and between curves, and volumes of revolution. A graphing calculator is recommended. MATH 201 fulfills the SUNY General Education Mathematics requirement. Prerequisites: C or better grade in MATH 135 or appropriate qualifying test score; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH202
Calculus II
The course is a continuation of Calculus I. Topics includes differentiation and integration of elementary functions, parametric equations, polar coordinates, arc length, curvature, L'Hopital's Rule, and improper integrals. Series are not included. Use of a graphing calculator is required. The course is intended for students in the Computer Science, Engineering Science, Liberal Arts-Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Prerequisites: C or better grade in MATH 201 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall and spring semesters.

MATH203
Calculus III
A continuation of Calculus II, this course is intended for students in the Computer Science, Engineering Science, Liberal Arts - Adolescence Teacher Education: Mathematics and Physics concentrations, and the Liberal Arts-Math/Science A.S. degree programs. Topics include vectors, lines and planes in space, partial derivatives, directional derivatives, multiple integrals, line integrals, infinite sequences and series, Bessel functions, introduction to matrices and determinants, and polar form of complex numbers. Students are expected to have a calculator capable of matrix computations. Prerequisites: C or better grade in MATH 202 or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Fall semester.

MATH206
Differential Equations
An introduction to solution methods for ordinary differential equations and partial differential equations. Topics include separable equations, exact equations, linear equations, numerical approximations, reduction of order, undetermined coefficients, Cauchy-Euler equations, variation of parameters, power series solutions, Laplace transforms, unit step function, Dirac delta, and introduction to partial differential equations. Applications discussed include orthogonal trajectories, growth and decay, springs, beams, heat flow, and the wave equation. Prerequisites: C or better grade in MATH 203, or B or better grade in MATH 202, or equivalent; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (4 Lec.) Spring semester.

MATH208
Linear Algebra
This course covers topics that involve emphasis on algebra, geometry, pre-calculus, and calculus skills. Topics include systems of linear equations, matrices and matrix operations, Euclidean n-space, vectors (algebraically and geometrically), linear transformations, vector spaces, eigenvalues, and eigenvectors. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 201. 4 Cr. (4 Lec.) Fall semester.

METR101
Introductory Meteorology
A study of the weather around us. Topics include the structure of the atmosphere, heat balance of the earth, air masses, circulations, fronts, cyclones, severe weather, and climate and its change. The laboratory will emphasize mathematical calculations for atmospheric physics and processes, gathering meteorological data, analysis of weather systems, and short-term weather forecasting. METR 101 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: College level math skills, MATH 100 or equivalent; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab.) Fall and spring semesters.

MUSI101
Music Appreciation
This course is designed to help students develop their understanding of music as a language of human expression. The melodic, rhythmic, harmonic form, and historical significance of selected pieces are examined. Students are introduced to a wide variety of music from primitive to modern times and develop the skill to recognize patterns, forms, and styles found in music. MUSI 101 fulfills the SUNY General Education requirement in the Arts. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

MUSI103
College Community Chorus
Basics of harmony and musical dynamics are covered in this introduction to choral singing. Public performance is required. This course may be taken more than once. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

MUSI108
Music Theory I
This course is a basic introduction to music fundamentals. Students learn notation, rhythmic patterns, melodic pattern, and harmonic progressions. Analysis of musical textures and forms, ear training, and sight reading are included. Prerequisite: RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

MUSI109
Music Theory II
A study of fundamental chords structures, the ways in which they are formed, and the ways they work. This material should be of use to musicians as they improvise all styles of existing music. Prerequisites: MUSI 108; RDNG 099 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

MUSI115
Small Ensemble-Recorder
This course helps students develop the skill of playing in a group. Students learn by performing a variety of music from all parts of the world. The course is open to students with some experience playing the recorder or other instrument. It may be taken more than once. Familiarity with basic melody and rhythmic notation. Prerequisite: RDNG 099 if required by placement testing.

MUSI117
Applied Music-Piano
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI118
Applied Music-Guitar
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI120
Applied Music-Voice
Provides individual one-half hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

MUSI127
Applied Music-Piano
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI128
Applied Music-Guitar
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

MUSI130
Applied Music-Voice
Provides individual one-hour lessons, with the appointments to be arranged with the instructor. This course may be taken more than once. Fees: Additional fee payable to instructor. Prerequisite: RDNG 099 if required by placement testing. 2 Cr. (2 Lec.) Fall and spring semesters.

NURS102
New York State Coalition: PN to RN Transition
Designed to validate prior learning and to update/enhance the student's knowledge, this course facilitates transition from the role of practical nurse to that of a student preparing for the role of registered nurse. Nursing process is used as the framework for critical thinking and problem solving. In addition to the regular admissions requirements, individuals holding a LPN current registration in a United States jurisdiction must successfully complete this course before they will be considered for second year status in the Nursing A.A.S. degree program. Grading is Pass/Fail. Prerequisites: ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Offered exclusively in an online format. Spring semester.

NURS104
Medical Terminology
Cross-listed as HLTH 104.
Using a body systems approach, students enrich their understanding of basic medical terminology by learning to break words into functional parts based on their Greek and Latin meanings. Topics include anatomic terms, all major body systems and pathology terminology. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

NURS105
Nursing Communication in Health Care Practice
This course is designed for the nursing student who has been identified by self and/or by nursing faculty to need additional communication skills to increase success in the nursing program. This course furthers the student's fluency in English while familiarizing her/him with the language of science and health. During the first two weeks of class, the student is assessed for individual needs in the areas of written and spoken communication used in health care. Faculty in nursing and ESL decide the major focus for the individual student. Medical terminology, the culture of nursing and health care practice settings in the United States, writing and speaking skills needed by the nurse and non-verbal communication behaviors in the U.S. culture are covered. Specific skills emphasized include communication with clients, relaying information to other health care professionals, and expectations of language skills in testing including the NCLEX-RN. Prerequisites: Concurrent enrollment in NURS 110; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr. (1 Lec.) Fall semester.

NURS110
Fundamentals of Nursing
The nursing curriculum, which is based on developing critical thinking skills and habits of mind, and attaining clinical judgment, is introduced, as are the professional and legislative standards that govern nursing practice, including the NYS Nurse Practice Act, HIPAA, and principles of safety and infection control. Students explore and apply basic concepts and skills of evidence-based nursing practice. Emphasis is placed on learning caring behaviors and therapeutic communication, with a focus on health assessment using Gordon's functional health patterns; particular emphasis is given to the coping/stress, self perception/self-concept, sleep/rest, health perception/health management, values/beliefs, and roles/relationships patterns. All levels of prevention are introduced, with a focus on primary prevention activities aimed at healthy individuals across the lifespan. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program and must enroll in lecture, laboratory, and field sections of the course. Requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 and ENGL 101; C or better grade in MATH 095 and RDNG 116 if required by placement testing. 7 cr. (4 Lec., 9 Lab.) Fall semester.

NURS120
Critical Thinking in Medical Surgical Nursing
Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients in acute-care settings, particularly those with alterations in Gordon's functional health patterns of activity/exercise and nutrition/metabolism. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on clients' learning needs for self care and other aspects of secondary prevention. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: NURS 110; ENGL 101; C or better grade in BIOL 131; prior completion or concurrent enrollment in BIOL 132. 9 cr. (4 Lec., 15 Lab.) Spring semester.

NURS135
Therapeutic Touch: Massage Techniques
Also cross-listed as HLTH 135.
This course covers massage techniques to address common and specific health concerns such as pain management, fluid retention, skin integrity, self esteem, depression, and anxiety. Student should be familiar with the concept of homeostasis as it pertains to health care issues. The class is open to health care professionals and students in the allied health care field. A general knowledge of anatomy and physiology, basic psychology and listening skills is required. Class hours are divided; on campus, online discussion, and clinical hours both on campus and at health care sites where students use massage techniques on clients. Prerequisites: Prior completion or concurrent enrollment in BIOL 131 or BIOL 201, and ENGL 100; MATH 095 and RDNG 116 if required by placement testing. 2 Cr. (1.5 Lec., 0.5 Lab.) Fall semester.

NURS208
The Art and Science of Nursing Across the Lifespan
Utilizing and building upon previously-learned critical thinking skills and habits of mind, nursing concepts, and clinical skills, the student learns to apply nursing process, caring behaviors, and therapeutic communication to the care of clients across a variety of settings, particularly those with alterations in Gordon's functional health patterns of sexuality/reproduction, cognition/perception, and elimination. The student applies clinical judgment to providing evidence-based nursing care, with emphasis on factors that create uniqueness in client situations, including family, culture, and psychosocial and physiologic life-span challenges, as well as tertiary prevention. Consideration is also given to legal and ethical issues in nursing, including NYS Mandated Reporter Child Abuse training. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Prerequisites: All courses required in the first two semesters of the nursing program; C or better grade in BIOL 131 and BIOL 132. 10 cr. (6 Lec., 12 lab.) Fall semester.

NURS225
Professional Practice and Complex Nursing Care
The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Students must be admitted to the nursing program to enroll in this course. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. An honors section is offered. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring

semester.
NURS225H
Professional Practices & Complex Nursing Care - Honors
The student uses and incorporates all previously-learned critical thinking skills and habits of mind, all Gordon's functional health patterns, concepts of primary, secondary and tertiary prevention, therapeutic communication, and care skills to plan and implement evidence-based care for clients with complex health problems, including clients with chronic and multi-system health issues, across a variety of settings. Emphasis is placed on professional issues and the transition from student to RN role. The student examines and applies leadership and client care management concepts and skills. Course experiences provide an active learning environment in a variety of settings. Course requires basic computer skills, including keyboarding, word processing, email and internet use, and use of ANGEL, a course management system. Students in the honors section will engage in an original research project focused on contributing a manuscript for submission to a nursing journal. To enroll in NURS 225H, the student must have a cumulative 3.5 GPA, be eligible for PTK, or be granted permission by the Chair of the Nursing Department. Prerequisite: All courses required in the first three semesters of the nursing program; prior completion or concurrent enrollment in BIOL 112 and NURS 241. 10 cr. (6 Lec., 12 Lab.) Spring semester.

NURS232
Nursing Internship
This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 2 Cr. (6 Lab.) Fall and spring semesters.

NURS233
Nursing Internship
This internship is a cooperative education experience for Nursing students who have completed the first year of academic course work and clinical experiences. Students have the opportunity to use previously learned nursing knowledge and skills in the work setting of Cayuga Medical Center, Cortland Regional Medical Center, and area health care agencies. In addition to completion of the prerequisites, students must have a minimum 2.5 GPA, complete interviews and necessary forms with Nursing faculty and appropriate agency personnel. Additional requirements may apply, including preparation for the internship. Students have the option to enroll in a two or three credit internship. A minimum of 100 hours (2 credits), or 150 hours (3 credits) of acceptable and appropriate employment at an approved organization must be completed. Prerequisites: NURS 110; NURS 120; BIOL 131; BIOL 132; RDNG 116 if required by placement testing. 3 Cr. (9 Lab.) Fall and spring semesters.

NURS241
Pharmacology for Nurses and Allied Health Professionals
Cross-listed as HLTH 241.
This is a comprehensive pharmacology course that includes the basic principles of pharmacology and the major classes of drugs. Legal and ethical foundations for safe drug administration as well as theories of drug action, physiologic processes mediating drug action, variables affecting drug action, and unusual and adverse responses to drug therapy are considered. Drug profiles are presented and include therapeutic drug action, side effects as well as client and family teaching. Nursing implications and application of nursing process are included for nurses who enroll in the course. Prerequisites: NURS 110; NURS 120; BIOL 131 or BIOL 201; BIOL 132 or BIOL 202; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

OFFC101
College Keyboarding and Document Processing
Basic keyboarding skills are developed, with emphasis on correct touch-typing techniques for tabulation, rough drafts, letters and envelopes, memos, tables, and business reports. The goal is development of speed and accuracy on straight copy material with a minimum speed requirement of 34 words per minute for three minutes with a maximum of five errors. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall and spring semesters.

OFFC110
Word Processing for Computers Using Microsoft Word
Students are prepared in using the most advanced word processing software available using a Windows environment. Students learn and practice the major functions of the program. Lecture hours are spent introducing the lessons and discussing various problems that may arise during practice. Discussion of format, layout, and other topics that relate to machine operations are covered. Applications designed for reinforcement are completed during lab hours. Throughout the semester, unit tests are given which require students to apply the skills they have acquired. Prerequisites: OFFC 101; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 4 Cr. (3 Lec.,3 Lab.) Spring semester.

OFFC203
Administrative/Automated Office Procedures
Basic office/computer skills common to most office situations are covered. Students learn about the techniques and principles of electronic/manual filing. Skills such as handling the telephone, electronic messaging, mailing, assisting/coordinating office meetings and conferences are developed through classroom exercises and discussions. Time management techniques, both in personal life as well as in business careers, are discussed, along with those qualities and skills necessary for promotion to positions of management and supervision. Strong emphasis is placed on proper office dress and grooming, and those attitudes and qualities essential to success in the business world. Interviewing skills and resume writing are emphasized. Prerequisites: ENGL 101; OFFC 101; RDNG 116 if required by placement testing. 4 Cr. (4 Lec.) Fall semester.

OFFC211
Intermediate College Keyboarding & Document Processing
This course is designed for students who can type, but who need additional instruction in production typing of letters, memos, various projects, business reports, and tabulated documents that are likely to be encountered in the average business office. Advanced skills using Word are required in order to complete projects that call for desktop publishing, tables command using spreadsheet formulas, the use of macros and styles, and sort and select, as well as charts. The typing speed required in this course ranges from 45-60 words per minute with an accuracy range of zero to five errors on five-minute timed writings. Students pursuing an associate degree in Office Management and Administration must earn a C or better grade in order to fulfill degree requirements, and to advance to the third program course in keyboarding. Prerequisites: OFFC 101; MATH 095 and RDNG 099 if required by placement testing; prior completion or concurrent enrollment in OFFC 110. 3 Cr. (2 Lec., 3 Lab.) Fall semester.

OFFC221
Advanced College Keyboarding and Document Processing
As the capstone experience for the Office Management and Administration degree program, the goal of this course is to advance students' ability to handle keyboarding and document processing in a variety of offices, such as sales, research, medical, legal, and engineering. Students learn how to type complicated tables and statistical reports, design newsletters, design and prepare their own letterhead and business forms. They are required to compose letters and memos with a minimal amount of instruction. All work is done using Word. Students are expected to know how to use the advanced features of Word, spreadsheet tables, sort and select, snaking/side-by-side columns, styles, macros, fonts, graphics/draw, and be able to apply them when designing various documents. Prerequisites: OFFC 110; OFFC 211; ENGL 101; MATH 095 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 3 Lab.) Fall and spring semesters.

OFFC230
Office Management and Administration Internship
The internship is an opportunity for students to gain work experience directly related to the field of office management/administration. Students spend eight hours per week in an office either on campus or in an area business. This experience allows them to apply the skills and knowledge gained in Office Management/Administration courses. In the classroom part of the course, students develop a resume, analyze their personality and work habits, strengthen weak areas of personality and work habits, study job-seeking strategies, learn how to negotiate salaries, and learn techniques on interviewing. Mock interviews are given. The classroom portion of the course is analyzed and evaluated through the completion of a portfolio that students develop as the semester progresses. At the end of the course, students submit a report evaluating their experience in the internship office. Prerequisites: OFFC 101; OFFC 110; OFFC 203; OFFC 211; ENGL 101; CAPS 121; CAPS 131; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in CAPS 123 and CAPS 141. 3 Cr. (1 Lec., 8 Lab.) Fall and spring semesters.

PARA101
Introduction to Paralegalism
An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA130
Legal Research and Drafting
Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus is on New York and federal law. However, after successful completion of the course, students have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; C or better grade in PARA 101; RDNG 116 if required by placement testing; concurrent enrollment in PARA 101 is permissible with instructor permission. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA205
Litigation/Civil Procedure
The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA210
Real Estate/Property Law
Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA213
Constitutional Law
Cross-listed as CRJU 213 or POSC 213.
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PARA213H
Constitutional Law - Honors
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARA 101, or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

PARA215
Family Law/Domestic Relations
Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA216
Legal Aspects of Evidence
Cross-listed as CRJU 215.
The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and case studies. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing; C or better grade in CRJU 105 or PARA 101 or PARC 101; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

PARA220
Wills, Trusts, Estate Planning
The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

PARA225
Criminal Law and Procedure
This course introduces the paralegal student to topics, issues, and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Fall semester.

PARA226
Bankruptcy, Collections and Foreclosure
In this course, upper-level paralegal students develop an understanding of bankruptcy, foreclosure, and collection law. Topics covered are terminology, fact and case analysis, pleadings and documents, procedures and remedies in foreclosures, collections, bankruptcy, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course is general, the primary focus is on the applicable New York and federal laws and practices. Students acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA 101, and PARA 130. 3 Cr. (3 Lec.) Spring semester.

PARA230
Paralegal Internship
This course, to be taken concurrently with PARA 231 Paralegal Seminar, is a capstone course for all paralegal students. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved the student will need to take PARA 231 Paralegal Seminar only. Co-requisite: PARA 231. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 205, PARA 210, PARA 215, PARA 220 and BUAD 201; overall grade point average of 2.0; instructor permission. Up to two prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.) Fall and spring semesters.

PARA231
Paralegal Seminar
This is the final semester capstone course for all paralegal majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARA 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. ethical consideration will be a key part. Co-requisite: PARA 230. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; C or better grade in PARA 130, PARA 210, PARA 215, PARA 220, and BUAD 201; overall grade point average of 2.0, and instructor permission. Up to two prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC101
Introduction to Paralegalism
An examination of the role of paralegals in the legal system, with a particular emphasis on the New York State court system. Topics studied include an overview of the court system and administrative agencies, legal terminology, law office management, and ethical and professional practice standards. Prerequisite: Paralegal Studies certificate major . 3 Cr. (3 Lec.) Fall and spring semesters.

PARC130
Legal Research and Drafting
Students develop an understanding of legal research and legal writing. Topics include statutes, case law, drafting and writing process, types of documents, and types and use of research tools, including online legal research, the Internet, and CD-ROM products. In particular, the student gains familiarity with a law library and researching a topic from general topic to specific case. Although this course is intended to be a general course, the primary focus will be on New York and federal law. However, after successful completion of the course, students will have the tools necessary for legal research of all types, in any jurisdiction. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC205
Litigation/Civil Procedure
The objective of this course is to develop students' understanding of the basic concepts, rules and principles (as well as some of the basic practical applications) forming the foundation of civil procedure and practice. Topics include courts, statutes of limitation, jurisdiction, venue, parties, pleading, motions, judgments, discovery, pretrial incidents, enforcement of judgments, special proceedings and other civil topics. The primary focus is on the laws of the State of New York, which apply generally to other states; the secondary focus is on federal rules. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC210
Real Estate/Property Law
Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, or BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC213
Constitutional Law
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information will be presented from a legal perspective, as well as a historical perspective. A student successfully completing this course will acquire some proficiency with the scholarly study of law and its application. BUAD 201, CRJU 105, PARC 101, or POSC 103 are recommended. Prerequisite: Paralegal Studies certificate major. 3 Cr. (3 Lec.) Spring semester.

PARC215
Family Law/Domestic Relations
Designed for upper level paralegal majors, students acquire an understanding of the basic concepts, rules and principles, as well as some of the basic practical applications that form the foundation of family and domestic relations law. Topics include terminology, courts, matrimonial, divorce, property distribution, child custody and visitation, child and spousal support, child protection, adoption, paternity, domestic

violence, juvenile delinquency, and other relevant topics. In particular, students become familiar with common pleadings and documents a paralegal may assist in preparing. They acquire an understanding of relevant laws, especially the New York Family Court Act and New York Domestic Relations Law. In addition, students develop their understanding of courts and procedures, and work to strengthen their research, writing, and drafting skills. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC216
Legal Aspects of Evidence
The origin, development, philosophy and constitutional basis of evidence to be used in criminal trials are examined. The course emphasizes constitutional and procedural considerations affecting arrest, search and seizure, kinds and degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights and case studies. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101. 3 Cr. (3 Lec.) Spring semester.

PARC220
Wills, Trusts, Estate Planning
The drafting of wills and trusts and the administration of estates are a unique combination of art and science. Artistically speaking, the creative use of legal technology and techniques provides a vehicle for a client to literally speak from the grave and dictate control over his or her assets after death. At the same time, the detailed practice and procedural requirements of state and federal statutes give a scientific atmosphere in which the estate practitioner must operate. In this course, paralegal majors become familiar with both aspects of this subject in order that they will be able to competently assist the attorney in the practice of Trust and Estate Law. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall and spring semesters.

PARC225
Criminal Law and Procedure
This course introduces the paralegal student to topics, issues and procedures that a paralegal deals with working in a criminal law environment. The emphasis is on specific pragmatic tasks that a paralegal would likely be engaged in while working for a criminal defense law office, a district attorney's office, in a court, or other similar employment. Some general, philosophical and historical material is considered with a particular focus on legal research, drafting of pleadings, and other related documents, and trial preparation and conduct. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Fall semester.

PARC226
Bankruptcy, Collections and Foreclosure
In this course, upper-level paralegal students develop an understanding of bankruptcy, foreclosure, and collection law. Topics covered are terminology, fact and case analysis, pleadings and documents, procedures and remedies in foreclosures, collections, bankruptcy, bankruptcy petition and plan preparation, debtor and creditor rights and remedies, consumer protection, ethics, and policy considerations in the development of statutory and decisional law on these topics. Students become familiar with the common forms and pleadings used. Although the course will be general, the primary focus will be on the applicable New York and federal laws and practices. Students will acquire an understanding of the similarities and differences in federal bankruptcy practice in New York and other jurisdictions. Prerequisites: Paralegal Studies certificate major; C or better grade or concurrent enrollment in PARC 101, PARC 130, and BUAD 201. 3 Cr. (3 Lec.) Spring semester.

PARC230
Paralegal Internship

This course, to be taken concurrently with PARC 231 Paralegal Seminar, is a capstone course. The internship is a first step toward obtaining employment as it gives the student some marketable work experience. Students in the final semester of the paralegal program apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Each student completes 150 hours of field work in a legal environment under the supervision of an attorney. Each student is required to keep a weekly journal of activities and submit a final written paper on the internship experience. A student with comparable prior law office experience may apply to receive credit for that experience. If approved, the student will need to take PARC 231 Paralegal Seminar only. Co-requisite: PARC 231. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 2 Cr. (6 Lab.) Fall and spring semesters.

PARC231
Paralegal Seminar
This is the final semester capstone course for all paralegal studies certificate majors. Students apply what they have learned in paralegal courses, and learn how a paralegal functions at work. Taken concurrently with PARC 230 Paralegal Internship, legal ethics (both attorney and paralegal), law-office management skills (including a technological update and specific computer applications), interviewing, and job placement skills are covered. Discussion topics involve the full range of work in a law office, with an emphasis on the tasks each student is engaged in while completing the internship. Ethical consideration will be a key part. Co-requisite: PARC 230. Prerequisites: Paralegal Studies certificate major; C or better grade in PARC 130, BUAD 201, PARC 205, PARC 210, PARC 215, and PARC 220, and instructor permission. Up to three prerequisite courses may be taken concurrently. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL101
Introduction to Philosophy
A study of the historical positions of both ancient and modern philosophers, with respect to the basic philosophical problems of knowledge, reality, matter, soul, mind, and God. PHIL 101 fulfills the SUNY General Education Humanities requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHIL201
Contemporary Moral Issues
An examination of a range of contemporary moral problems and moral theories. Problems for discussion may include patriotism and cosmopolitanism, the rights of the strong and the weak, the moral status of talent and ambition, issues of moral responsibility in light of deterministic theories of brain function, and the relevance of selfhood and sentience for moral dignity. PHIL 201 fulfills the SUNY General Education Humanities requirement. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PHSC104
General Physics I
This is the first half of a two-course sequence. Topics include motion, statics, dynamics, conservation of energy and momentum, rotation, waves, thermodynamics, fluids, vibrations, and sound. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. PHSC 104 fulfills the SUNY General Education Natural Sciences requirement. Prerequisites: MATH 122 or MATH 132, or 3 years of high school Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC105
General Physics II
This is the second half of a two-course sequence. Topics include electricity, magnetism, electromagnetic induction, optics, relativity, quantum physics, atomic, nuclear and elementary particle theories. In the laboratory sessions, error analysis and graphical analysis are emphasized. The course is intended for those with an interest in physics and without a background in calculus. A scientific calculator is required. Prerequisites: PHSC 104; MATH 122 or MATH 132, or 3 years of High School Regents Mathematics; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

PHSC211
Physics I (Mechanics and Heat)
This is the first semester of an integrated three-semester sequence. Topics include motion, static and dynamic systems, conservation of energy and momentum, rotation, elasticity, harmonic motion, fluid mechanics, heat, heat transfer, and thermodynamics. The laboratory will emphasize techniques of error analysis and graphical analysis. PHSC 211 fulfills the SUNY General Education Natural Sciences requirement. PHSC 104 or NYS Regents Physics recommended. A scientific calculator is required. Prerequisites: MATH 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

PHSC212
Physics II (Electricity and Magnetism)
This second semester of a three-semester calculus-based physics course. Topics include electrostatic fields, electric potential, resistance, capacitance, inductance, current, dc electrical circuits, magnetic fields and forces, electromagnetic induction, ac circuits, and Maxwell's equations. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 211; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and MATH 203. 4 Cr. (3 Lec., 2 Lab.) Fall semester.

PHSC213
Physics III (Waves, Optics and Modern Physics)
This is the third semester of a three-semester calculus-based physics course. Topics include wave motion, sound, electromagnetic waves, relativity, geometrical and wave optics, polarization, duality of waves and particles, atomic theory, quantum mechanics, and nuclear and particle physics. A calculator capable of solving systems of linear equations is required. Prerequisites: PHSC 212; MATH 203; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 4 Cr. (3 Lec., 2 Lab.) Spring semester.

POSC103
American National Government
An examination of the essentials of the American constitutional system, the function of political parties, the concept of the federal system, the role of administrative agencies, the methods by which foreign affairs are conducted, and the manners in which conflicting ideals are resolved in a democratic system. POSC 103 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC104
American State and Local Government
This course is designed to study the forms, function, and services of state governments and representative local governments. The dynamics of state and local governments are also considered. POSC 104 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC107
Economy, Society & Environment
Cross-listed as ENVS 107.
This course is a survey of environmental problems taken from an economic standpoint. It will analyze political and economic strategies for formulating sustainable resource management. Potential topics include renewable energy, resource scarcity, ecosystem goods and services, international trade, and globalization. ENVS 107 fulfills the SUNY General Education Social Sciences requirement. Prerequisites: RDNG 116 and MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Spring semester.

POSC112
Public Administration
An introductory level course on public administration in the American context. Students study the development and application of basic principles and concepts underlying how public policies are designed, implemented, and evaluated by federal, state and local bureaucracies in a democratic political system. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

POSC213
Constitutional Law
Cross-listed as CRJU 213 or PARA 213.
This course is a survey of issues involving U.S. Constitutional Law, including the particulars and history of the Constitution and its amendments, Supreme Court decisions over the past 210 years, the relationships among political institutions, civil rights and liberties, commerce and property rights, and criminal justice and rights. Information is presented from legal and historical perspectives. A student successfully completing this course acquires some proficiency with the scholarly study of law and its application. BUAD 201 or CRJU 105 or PARA 101 or POSC 103 are recommended. Prerequisites: ENGL 101; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

POSC230
History of Ireland
Cross-listed as HSTY 230.
The focus of this travel course is the history, culture, and politics of Ireland. Students travel to Ireland as a group, and learn about the role of Ireland in world history. Films, discussions with local people, and visits to museums, cultural, historical, political and religious sites are integral parts of the course. Significant additional costs. Prerequisites: Prior completion or concurrent enrollment in ENGL 101; instructor permission; RDNG 116 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

POSC260
Topics in Modern Latin America
Cross-listed as HSTY 260.
This travel course introduces students to the modern history and politics of one Latin American nation. Instructors select a nation to survey, for example Guatemala, Mexico, or The Dominican Republic, etc. Students travel to the designated country as a group, and gain practical experience in the modern historical, political, social, economic, and religious climate by touring in both urban and rural areas. HSTY/POSC 260 fulfills the SUNY General Education Other World Civilizations requirement. Elementary Spanish skills highly recommended. Significant additional costs. Prerequisites: ENGL 100; instructor permission; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (1 Lec., 6 Lab.) Occasionally offered December-January and other vacation periods.

PSED160
Career Exploration
Designed to help students who are undecided about their career path or curriculum choice, this course focuses on a rigorous self-assessment, inclusive of work values, identification of prominent abilities, and examination of interests. Tools including computer software and Internet resources for effective gathering of information about the world of work are introduced. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

PSED213
Job Search
Students develop effective resume, cover letter writing, and interviewing skills, and learn how to best "market" themselves in today's job market. Techniques for exploring job openings, developing career networks, navigating employer-screening processes, and projecting a positive image are emphasized. Prerequisites: ENGL 101; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

PSYC101
Psychology of Personal Growth
An applied psychology course providing opportunities for students to learn about and examine their own personal growth. Prerequisites: Prior completion or current enrollment in ENGL 099 and RDNG 099 if required by placement testing. 3 Cr. (3 Lec). Fall and spring semesters.

PSYC103
Introduction to Psychology
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC103H
Introduction to Psychology - Honors
This course provides students with a basic understanding of psychology. Theories and research relating to emotions and stress, abnormal behavior, motivation, learning, personality, methods of therapy, biology and behaviors, developmental psychology, and social psychology are discussed. PSYC 103H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC200
Theories of Personality
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC200H
Theories of Personality-Honors
A study of major theories and theoretical approaches to describing the development, adaptability and stability of personality across the lifespan. Theoretical perspectives covered include psychoanalytic (as well as neo-psychoanalytic and social psychoanalytic), trait, biological, learning, cognitive, and existential/humanistic. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC201
Social Psychology
A survey course examining the nature and causes of individual behavior and thought in social situations. Emphasis is on applications useful for everyday living. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC205
Developmental Psychology: The Child
The biological, cognitive, and social-emotional development of the child from birth to puberty will be examined from a social scientific perspective. Special attention will be given to recent, as well as seminal research and theories, and the scientific base of developmental psychology. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC207
Developmental Psychology: The Adolescent
Physical, cognitive, and social-emotional development of the adolescent are studied from the social scientific perspective. Emphasis is placed on the normative experiences, as well as problems adolescents face as they mature in today's rapidly changing society. Concepts such as the scientific method, intelligence, emotions, values, and family and peer relations are discussed. Special attention is given to recent developments in research and theory in the field of adolescent development. Prerequisites: RDNG 116 if required by placement testing; PSYC 103; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC208
Developmental Psychology: The Adult
Adult development is studied from the following major perspectives of research design and methodology: theories of adult development, age divisions (young, middle, late adulthood, and old age), physiology, cognition, perception, gender roles and personality, work, physical and social/family environments. Recent developments in research and theory in the field of adult development and gerontology are discussed. Either a research paper or a summary of a primary research article is required. Prerequisites: PSYC 103; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209
Abnormal Psychology
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC209H
Abnormal Psychology-Honors
This course helps students acquire a better understanding of the origins of maladaptive personal reactions to life and its problems. Diagnostic symptoms, etiology, treatment, and prevention of each category of psychological disorders are emphasized. Prerequisites: PSYC 103; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC216
Introduction to Experimental Psychology
An introduction to experimental methods, applied statistics, ethical concerns in research, and psychological writing. Hypothesis testing, methodological considerations, and APA style of documentation are emphasized. This course familiarizes students with empirical research in psychology, and prepares them for advanced courses in research methods in psychology. Prerequisites: ENGL 101; PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in MATH 200. 3 Cr. (3 Lec.) Occasionally.

PSYC218
Educational Psychology
An examination of how psychological concepts affect learning and the classroom behavior of students and teachers. Topics such as cognitive development, social and emotional development, individual differences, exceptionality, classroom management, motivation, memory, and constructivism are discussed theoretically and as they are applied in the classroom. This course is appropriate for individuals interested in a career in teaching, as it is a required course in most education major sequences. It also provides valuable background for individuals planning to enter helping professions such as counseling, human service, early childhood education or, more generally, parenting. Prerequisites: PSYC 103; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100; prior completion or concurrent enrollment in EDUC 201 is recommended. 3 Cr. (3 Lec.) Fall and spring semesters.

PSYC290
Social Science Capstone Course
Cross-listed as ANTH 290 or HSTY 290 or SOCI 290.
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

RDNG099
Active Literacy
This course is designed to help students become active readers while developing basic reading and vocabulary skills necessary for effective beginning college-level reading. Specific skills embedded in the course include determining the meanings of unfamiliar words in context, identifying and organizing main ideas and key details, paraphrasing, and summarizing. Students must demonstrate mastery of the course material by earning a C or better on a departmental approved final as well as a grade of a C or better to pass this course and to take additional reading courses. The course is not intended for non-native speakers of English. RDNG 099 is a non-credit course that cannot be applied toward any certificate or degree program. It may be counted toward a full-time load for financial aid purposes. Prerequisite: Appropriate reading assessment test score; prior completion or concurrent enrollment in ENGL 099 if required by placement testing. 4 Equiv. Cr. (4 Lec.) Fall and spring semesters.

RDNG113
College Study Skills
Develops and improves strategies for college learning, studying, and test-taking. Topics include time management and organization, memory improvement, learning styles, lecture note taking, textbook reading and marking, test preparation, and test taking. This course may be used as an unrestricted elective and is appropriate for students in all programs. Due to the similarity of the course content, students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

RDNG116
College Reading and Study Skills
This course is designed to help students improve their college reading skills, study skills, critical reading skills, and critical thinking skills. Emphasis is placed on developing effective reading and listening strategies for use with college textbooks, classroom lectures, and small group activities. The course also focuses on strategies for dealing effectively with other academic reading materials such as scholarly journals and trade periodicals. Students will develop models for classroom note-taking, textbook reading/study techniques, test-taking strategies, and reading and analyzing various types of expository writing. Students may not apply credit for both RDNG 113 and RDNG 116 toward degree requirements. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR110
Introduction to Recreation
This course is an analytical introduction to the nature, history, and evolution of leisure, recreation, and play over the lifespan. Leisure implications for individuals, groups, and society are explored, and the delivery of such services is discussed. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

RECR120
Leadership in Recreation
Introduces basic concepts, principles, techniques, strategies, and problems of leading in the recreation setting. The common roles of leaders are addressed, and effective leadership practices and their application to organized group activities are analyzed. This is a hands-on learning course. Volunteer work at a community agency is required. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

RECR150
Play Across Cultures
Cross-listed as SOCE 150.
Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

RECR160
Backpacking
Cross-listed as FITN 160.
Covers the fundamentals of backpacking as a lifetime leisure activity including backpacking specific techniques, skills, information and a practical experience. Includes a mandatory weekend backpacking trip. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR161
Mountain Biking
Cross-listed as FITN 161.
Provides students with the opportunity to learn the fundamentals of mountain biking as a lifetime leisure activity. Topics include mountain biking specific techniques, skills, information, and a practical experience. Each student must have a mountain bike and helmet. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR162
Sailing
Cross-listed as FITN 162.
Provides students with the opportunity to learn basic sailing skills related to the sport of recreation sailing. Boat handling in all kinds of weather, proper trim of sails, docking, anchoring, instrument reading, and man-overboard procedures are covered. Each student participates in all crew positions; helmsman, mid-deck, main trim, and genoa trim. In order to take the course, the student must demonstrate that he/she can (1) swim 25 yards, (2) enter deep water and stay afloat for 5 minutes, (3) be able to don a PFD in deep water and stay afloat in clothes unassisted for 3 minutes, and (4) be able to handle ropes and lift at least 25-pound items. A medical clearance for physical activity is strongly recommended. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and MATH 090 if required by placement testing. 1 Cr. (2 Lab.)

Occasionally.
RECR163
Teambuilding and Group Initiative Activities
Cross-listed as FITN 163.
Provides students with the opportunity to learn the fundamentals of low level teambuilding and group initiative activities. Emphasis is placed on leading activities for various groups, applying lessons to a real-life context, and analyzing activities to meet the needs of various groups. Students become prepared to lead teambuilding and group initiative activities for people in an outdoor recreation/education or fitness recreation setting. A teambuilding trip experience is included. This is a hands-on active class and all students are encouraged to participate regardless of any disability. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR164
Snowshoeing
Cross-listed as FITN 164.
Covers the fundamentals of snowshoeing as a lifetime leisure activity including snowshoeing specific techniques, skills, information, and a practical experience. The majority of the class is spent outside snowshoeing in the local weather. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in MATH 090, ENGL 099, and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Fall and spring semesters.

RECR165
Canoeing
Cross-listed as FITN 165.
This course is designed to teach the basic skills needed to handle canoes. Topics studied include organization of trips, self-rescue, paddling skills, and survival techniques. As much time as possible is spent on the water starting with basic flat-water skills and progressing to moving water. Canoes and PFDs are provided. Additional fee required. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (2 Lab.) Occasionally.

RECR201
Introduction to Therapeutic Recreation
A holistic review of the history and philosophy of therapeutic recreation in the health care spectrum, the course explores the principles, practices, and procedures of therapeutic recreation. Students examine the role of the therapeutic recreation professionals in quality of life enhancement for individuals with disabilities, and illness in diverse settings. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

RECR210
Diversity and Inclusion in Recreation
This course was created on the premise that all people deserve to be included in recreation and leisure services. Students consider the general impact of prejudice and discrimination on peoples' lives, most especially the potential impact they can have on the quality of peoples' leisure lives. Students are encouraged to celebrate differences, their own as well as others. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

RECR215
Recreation and the Expressive Arts
This course presents the expressive disciplines of music, dance, drama, and visual art from a historical, social and leisure perspective. Students develop an appreciation for these art forms and have opportunities to express themselves through these artistic outlets. A combination of lecture, studio, and field trip experiences are used. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (2 Lec., 2 Lab) Fall semester.

RECR220
Programming in Recreation and Leisure
A study of programming principles and techniques for recreational, leisure, and other human-service settings. Provides programming skills, theories, and practical experiences in budgeting, program areas, program formats, life stages, objective writing, and evaluation of recreation programming. Particular focus is on the design and implementation of recreation programs for leisure-related services. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR230
Personal Training & Aerobic Leadership
Students learn the principles of exercise programs needed by effective personal trainers and group fitness instructors. They learn how to facilitate rapport, adherence, self-efficacy, and behavior change in clients, as well as how to design aerobic and anaerobic exercise programs that help clients to improve posture, movement, flexibility, balance, core function, cardio respiratory fitness, and muscular endurance strength. The practical and educational components of teaching a safe and effective group fitness class are also covered. Prerequisite: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; FITN 215; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Spring semester.

RECR232
Exercise Physiology
Covers the acute physiological responses and chronic adaptations to exercise including scientific evaluation of neuromuscular, metabolic, and cardiovascular, hormonal, and respiratory systems as they pertain to the human mechanism as a whole, and acute and chronic exercise. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; prior completion or concurrent enrollment in BIOL 201. 3 Cr. (3 Lec.) Spring semester.

RECR260
Outdoor Education and Camp Counseling
This course, which includes field and camp experiences, teaches the methods, techniques, strategies, skills, activities, and current practices in outdoor education and recreation. Students learn about the chief functions of a camp counselor as a leader, teacher, arbitrator, and friend to participants in an organized camp program. Additional fee required. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

RECR274
Outdoor Recreation Pursuits
Provides basic knowledge for outdoor recreation and adventure recreation activities. Topics include hands-on outdoor adventure activities, skills, theories, and leadership practiced under the guidelines of current outdoor and adventure ethics. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101 with a C or better grade. 3 Cr. (3 Lec.) Spring semester.

RECR276
Outdoor Recreation Field Adventure
Cross-listed as FITN 276.
Students learn basic outdoor recreation pursuit skills in the classroom and practice those skills in an extended (week-long) experiential field experience. Basic knowledge for outdoor and adventure recreation activities that take place in the United States are covered. Depending on the trip route, students could participate in activities not limited to: backpacking, canoeing, hiking, mountain climbing, white water rafting, and primitive camping. Additional fee required. Prerequisites: ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; instructor permission. 3 Cr. (1 Lec., 6 Lab.) Occasionally.

RECR284
Outdoor Recreation Proficiency
Designed as an independent study, the student advances his/her outdoor recreation adventure skills and knowledge to a minimal level beyond those learned in introductory activity classes such as backpacking, canoeing, snowshoeing, etc. The student selects an activity of his/her choice and, in consultation with the instructor, a customized learning plan is developed in order for the student to master standard proficiencies of the activity. Prerequisites: One FITN/RECR outdoor activity course; MATH 095 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 1 Cr. (3 Lab.) Fall and spring semesters.

RECR285
Recreation Field Work
Integrating classroom education with an experiential field experience, students complete 120+ service hours in an approved recreational agency under the combined supervision of a field professional and the TC3 instructor. During this experience, students are required to observe recreation professionals, plan, participate in, and lead recreational experiences for the agency. Additional fee required. Prerequisites: MATH 095 and RDNG 116 if required by placement testing; ENGL 100; RECR 110; prior completion or concurrent enrollment in RECR 120 and RECR 220. 3 Cr. (9 Lab.) Fall and spring semesters.

RUSN101
Russian I
This course is designed to expand and improve the student's ability to speak, read, write, and understand Russian at a beginning level. Substantial outside preparation using audio-visual materials are required. RUSN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: Prior completion or concurrent enrollment in RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester, every other year.

RUSN102
Russian II
This course is designed to expand and improve the student's ability to speak, read, write and understand Russian at a beginning level. Russian history and culture are also included. RUSN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisite: RUSN 101. 3 Cr. (3 Lec.) Spring semester, every other year.

SOCE131
Introduction to Men's Studies
Cross-listed as WGST 130.
A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

SOCE150
Play Across Cultures
Cross-listed as RECR 150.
Play Across Cultures is designed on the premise that people who know and understand each other in a positive way will not hate, prejudge, or discriminate. It is intended to increase students' awareness of how play, especially young peoples' play, and celebration, are both different and alike around the world. As a result, student interest and appreciation of contrasting cultures, and respect for cultural differences are fostered. The course satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE200
Baseball in American Culture
Explores the role that major league baseball, past and present, has played in changing certain aspects of American culture. A discussion of the history of baseball through the 19th and 20th centuries is followed by coverage of how baseball has created and reflected change in American society. Topics covered include race issues, lifestyles, gender roles, fashion, language, art, literature, film, and American business. The course is intended for novices and die-hard fans of baseball, and for the purpose of developing an understanding of the prominent role the "national pastime" has played in American culture. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE201
Human Sexuality
The biological, psychological, and sociological aspects of human sexuality are addressed in this course. Evolving norms and customs, cross-cultural comparisons, sexual development, and sexual choices are some of the topics covered. Controversial issues such as abortion and pornography are also discussed, with emphasis on understanding the complexity of issues rather than teaching a particular perspective. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCE205
Organizational Behavior
Intended to acquaint students with psychological and sociological concepts, methods, and findings that are relevant to the needs of employees and employers, as well as to people in other organizational settings. Major topics include employee attitudes, motivation, and job satisfaction. Research in topic areas such as leadership, power, conflict, group behavior, corporate culture, organizational analysis, and change within organizations is also covered. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; PSYC 103 or SOCI 101 or ECON 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI101
Introduction to Sociology
This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101 fulfills the SUNY General Education Social Sciences requirement. An honors section is offered. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI101H
Introduction to Sociology - Honors
This is an introductory study of the basic concepts, theoretical principles, and methods used within the discipline of sociology. Emphasis is on group interaction, social and cultural processes, and the structure and organization of American social institutions. SOCI 101H fulfills the SUNY General Education Social Sciences requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI103
The American Community
A comprehensive study of the structure and functions of modern, rural and urban communities as ecological systems in the United States presented from a sociological perspective. The tools of empirical research and a theoretical perspective are applied by the students to further their knowledge of community relationships. Topics can include, but are not limited to, urbanization, racial and socioeconomic class stratification, immigration, and social policy. Prerequisites: SOCI 101; prior completion or concurrent enrollment in ENGL 101, MATH 090, and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SOCI201
Sociology of the Family
This course uses both sociological and ecological approaches to study the family. Several areas of inquiry are emphasized including the sociological and historical context of family life, relationships between the family and other social institutions, diversity in childhood and family experiences related to race, ethnicity, social class, gender, and public policy. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI203
Race and Ethnicity in American Society
This course introduces students to the sociological study of race and ethnicity. Emphasis is placed on examining both the social construction of race and ethnicity and the particular experiences of various racial groups in the United States. While the course focuses on race and ethnicity in the United States, it seeks to compare and contrast the U.S. experience of race and ethnicity with other nations and countries across the globe. Topics include, but are not limited to, historical and contemporary racial formation and classification schemes; formations of racial and ethnic identities; and the political, geographic, cultural, and economic implications of racial and ethnic segregations. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI205
Contemporary Social Problems
A variety of sociological perspectives and theories are used to understand and analyze contemporary local and global social problems. The course focuses on social problems and inequities related to housing, immigration, race, health care, socioeconomic class, gender, poverty, criminal justice, education, employment, governance, the environment, etc. Major objectives of the course are to research and comprehend the origins and histories of various social problems, to understand how and why social problems affect particular social groups, and to analyze and construct resolutions to contemporary social problems. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI206
Juvenile Delinquency
Cross-listed as HUMS 206.
Attention is directed to an analysis of the demography of delinquency and gangs, the selective characteristics of delinquents and gangs, the societal processes related to their causes, theories concerning causes and prevention, and the evaluation of empirical studies and programs provided by youth agencies and the juvenile justice system. Students research and analyze landmark cases of the U.S. Supreme Court. Prerequisites: SOCI 101; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

SOCI207
Introduction to Criminology
Students apply sociological principles to an analysis of crime in the United States. The nature and extent of crime are studied in light of the nature of American social institutions. Major theories and policies concerning crime control are discussed and evaluated in light of empirical tests of their effectiveness. Contemporary issues such as serial killing, terrorism, and criminal profiling are examined. Prerequisites: SOCI 101; MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SOCI218
Smart TV
Cross-listed as ENGL 218.
The social sciences study relationships between individual perceptions and behaviors and social and historical contexts. The humanities study the multiple ways that humans create and express meaning. This cross-disciplinary course uses a critically acclaimed television series as text to explore the complexity and representation of human experience through the twin lenses of the humanities and social sciences. Prerequisite: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SOCI225
Globalization & the Contemporary World
This course focuses on the effects of globalization in developing areas of the world after World War II, especially in areas of Asia, Africa, Latin America and the Caribbean. Students examine accommodation and resistance to globalization trends as they occur within and shape social institutions, such as the economy, labor, family, politics and religion. While this course examines a range of social science methodologies used to explain globalization, it especially evaluates comparative, historical, cross-cultural, and case studies of places and people impacted by globalization. Globalization and the Contemporary World satisfies the SUNY General Education Other World Civilizations requirement. Prerequisites: SOCI 101; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Occasionally.

SOCI290
Social Science Capstone Course
Cross-listed as ANTH 290 or HSTY 290 or PSYC 290.
Provides students with an opportunity to draw on a variety of disciplines, perspectives and methods from the social sciences in application to a specific research problem of local and/or global importance. A relevant theme, chosen each semester by the social sciences faculty, provides the focus for the course. The course is conducted as a research and discussion seminar and is used as the outcomes assessment course for the program. Students conduct both primary and secondary research. Prerequisites: RDNG 116 if required by placement testing; MATH 095 if required by placement testing; ENGL 101; C or better grade in PSYC 103; SOCI 101; and a HSTY course. 3 Cr. (3 Lec.) Fall and spring semesters.

SOCI295
Foundations of Education
Cross-listed as EDUC 295.
This course is designed to introduce students to the historical, sociological, and philosophical foundations of education. Students explore the philosophical aims and historical development of education; the relationship between education, society, and culture; the relationship between social stratification (e.g., race, gender, class, sexual orientation), and educational opportunities and outcomes; and the relationship between the state, public policy, and educational reform. In addition, students develop a personal philosophy of teaching that connects theory and practice, and addresses diversity and social justice. Prerequisites: ENGL 101; SOCI 101; MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPAN100
Occupational Spanish
Provides basic foreign language tools necessary for effective and service-oriented employment. Students develop communication and cross-cultural skills crucial for successful work in an organization with a diverse staff. Field specific vocabulary, key cultural differences, and team building guidelines are emphasized. Phonetic software facilitates the learning process. Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

SPAN101
Beginning Spanish I
Designed for students with no background in Spanish, the course focuses on the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Primary emphasis is placed on developing listening comprehension, speaking, reading, and writing skills. The culture, people, and geography of the Spanish-speaking world are also studied. Two hours a week of laboratory activities reinforce the skills learned in the classroom sessions. SPAN 101 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: Prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 4 Cr. (3 Lec., 2 Lab.) Fall and spring semesters.

SPAN102
Beginning Spanish II
Building on the skills and knowledge mastered in SPAN 101, students continue to learn the essentials of Spanish grammar and the vocabulary needed for effective communication in everyday situations. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present and past indicative tenses in Spanish. SPAN 102 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 101; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall and spring semesters.

SPAN201
Intermediate Spanish I
This is an intermediate Spanish course focusing on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201 fulfills the SUNY General Education Foreign Language requirement. An honors section is offered. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall semester.

SPAN201H
Intermediate Spanish I - Honors
This is an intermediate Spanish course focus on speaking, reading, writing and listening comprehension. Grammar learned in first year Spanish is reviewed. Major emphasis is placed on improving oral communication skills and reading comprehension. Students explore different aspects of the cultures, history and current events of the Spanish-speaking world. Substantial outside preparation using CD ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 201H fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 102; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.). Fall semester.

SPAN202
Intermediate Spanish II
This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

SPAN280
Hispanic Literature and Culture I
This is a continuation of Intermediate Spanish I. Major emphasis is placed on helping students to improve their oral communication skills and reading comprehension. Students continue to explore different aspects of the cultures, history, and current events of the Spanish speaking world. Substantial outside preparation using CD-ROMs, the internet, or other audio-visual materials is required. Students are expected to be able to communicate in the present, past, and future tenses in Spanish. The class is conducted exclusively in Spanish. SPAN 202 fulfills the SUNY General Education Foreign Language requirement. Prerequisites: SPAN 201; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Occasionally.

SPAN281
Hispanic Literature and Culture II
As a continuation of SPAN 280, this course is designed to further develop students' knowledge and understanding of important elements of Hispanic culture and civilization as well as to advance their oral, listening, writing, and reading comprehension proficiencies in Spanish. Representative literary works of Spanish and Latin American authors are covered primarily through class discussions and small group work. Prerequisites: SPAN 280; RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Occasionally.

SPMT150
Foundations of Sport Management
Gives students a basic understanding of the various dimensions of the sports industry in the United States and throughout the world. The course includes a survey of management principles in relation to planning, organizing, managing and staffing sport organizations. Topics examined include types of sport organizations, governance systems, segments of the sport industry, contemporary issues and career and professional development in the field. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 099 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall and spring semesters.

SPMT190
Event Practicum I
This course is an introduction to game and event administration. It requires a minimum of 50 hours of on-site game administration, including assisting in the planning, organizing, and conducting of intercollegiate athletic events during a given semester. Corequisite: SPMT 150. Prerequisites: MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT195
Event Practicum II
Involves game and event administration progressing to some supervisory duties. A minimum of 50 hours of on-site game administration involving a SUNY Cortland/TC3 intercollegiate athletic event is required. Hours can be accumulated over the course of the fall and spring semesters. Prerequisites: SPMT 190; MATH 090 and RDNG 116 if required by placement testing. 1 Cr. (1 Lec.) Fall and spring semesters.

SPMT255
Sport Event Management
Students examine the foundations of sports event management, including finance, operations, marketing/ticketing, sponsorship, hospitality/service, volunteer management, and community relations. They develop capital and operating budgets for a sports event and learn how to identify and deliver equipment needs, ensure that maintenance requirements are met, and understand current technologies as they relate to specific sport/athletic events. Students are required to participate in the development and operational administration of a game or special sport event. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT260
Sport Media Management
This course provides an introduction to the structure, function, role and effects of the mass media in the sport industry. It includes a study of principles and fundamentals of sport information and media relations. Students learn to develop and produce promotional, informational, and news-oriented material. Prerequisites: SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

SPMT270
Sport Facilities/Venue Management
The processes of designing, planning, and managing public and private sport, and other public assembly facilities are addressed. Principles of facility planning, design, construction, financial and legal management, and operational issues of public and private arenas and multiple-purpose sport facilities are highlighted. Prerequisites: ACCT 101; SPMT 150; MATH 090 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WD 152
Web Page Design
Cross-listed as CAPS 152.
An introduction to the development of web pages for the Internet. Topics include XHTML tags, including links, graphics, backgrounds, and colors. Prerequisites: One CAPS, CIS or CSCI course; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 099 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

WD 153
Advanced Web Page Design
Cross-listed as CAPS 153.
This course is designed for the student who can build basic web pages, but would like to incorporate more advanced features into the site. Topics include document types (Strict, Transitional, and Frameset), CSS (Cascading Style Sheets), internet graphics developments, advanced metatags. Prerequisites: WD/CAPS 152; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

WD 154
JavaScript
Cross-listed as CAPS 154.
This course is designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use the JavaScript programming language to add dynamic interactivity and other advanced features to his/her web pages, and to enhance his/her ability to create practical and compelling web sites. Prerequisites: WD/CAPS 153; prior completion or concurrent enrollment in ENGL 099, MATH 095, and RDNG 116 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Fall and spring semesters.

WD 155
Extensible Markup Language
Cross-listed as CAPS 155.
Designed for the student who is experienced with HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets), and would like to learn how to use XML (Extensible Markup Language) for advanced web site design. Students are introduced to SSI (Server Side Includes). Prerequisites: WD/CAPS 153; RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 095 if required by placement testing. 1 Cr. (2 Lec., 2 Lab. for 5 weeks) Spring semester.

WD 220
PHP and Database Programming
An introduction to PHP programming with a specific focus on configuring and using web servers with the PHP programming language. Students use programming and database concepts to create real world projects using PHP and database applications such as My SQL. Special emphasis is given to configuring and using PHP with the Apache web server, creating and managing web databases, and creating dynamically generated web pages. Prerequisites: CAPS 131; CAPS/WD 155; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (2 Lec., 2 Lab.) Fall semester.

WD 256
Web Design Solutions
Cross-listed as CAPS 256.
This course provides an opportunity for students with advanced web-design skills to further strengthen and apply their web proficiencies in an independent, self-directed and integrated environment. Following an independent study format, students may, with prior instructor approval, choose a topic from any field of web design, implementation, and problem resolution. Prerequisites: WD/CAPS 153; MATH 095 and RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 1 Cr.

(9 Lab. for 5 weeks) Spring semester.

WGST100

Perspectives on Women - An Introduction

This course is a study of women in American society. Emphasis is placed upon brief but intense contact with many disciplines (biology, psychology, sociology, history, literature, economics, and the arts), each of which is important to develop an integrated understanding of women in contemporary society. The course focuses on the experiences of women in their varied social, cultural, and economic situations and analyzes the social, cultural, economic, and political institutions, which shape women's lives. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 100. 3 Cr. (3 Lec.) Fall semester.

WGST120

Women and Health Care

Health issues affecting women, and women's roles as consumers/recipients, and/or providers of health care are explored. Emphasis is placed upon historical events and social trends affecting contemporary health care, including the influence/impact/consequences of culture, religion, economics, politics, ethics, globalization, the environment, and medical knowledge on the roles of women in health and in illness. Discussions of women's health concerns across the life cycle are included. Global perspectives in women's health and multicultural health care concerns of women worldwide are studied. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall and spring semester.

WGST125

Women and Work

Students study the interrelationship of the economic functions of women in the paid and unpaid labor markets, the kinds of jobs open to women, and the historic patterns of women's employment and related income levels. An understanding of women at work is applied in the broader political and social goals of women in a changing society. While the focus is on the situation of women in the United States, comparisons are made to women in other countries. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101 and MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

WGST130

Introduction to Men's Studies

Cross-listed as SOCE 131.

A social scientific study of men, and what it means to be a "man," in American society. In a highly engaging forum, the course brings together the many sub-disciplines comprising men's studies: sociology, anthropology, psychology, biology, history, economics, art, literature, women's studies, and religious studies. Students gain an integrated understanding of the ideologies and experiences of men amid the social, cultural, economic and political institutions of contemporary society. Prerequisites: Prior completion or concurrent enrollment in ENGL 101 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST200

Images of Women

An exploration of the manner in which women have been, and are portrayed in literature, films, and mass media. Prerequisites: RDNG 116 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 103 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST225
Women & Gender Studies Internship
The field placement component or the course requires students to spend eight hours per week in first-hand experience with a specific public, private, social service, cultural, legal, health, government, or educational agency concerned with the situation of women in society. The 120 hours of field work allows the student an opportunity to experience the relationship of theory to practice, and to begin to develop an understanding of how s/he can incorporate this experience into her/his own career and personal objectives. The field experience is supplemented by five conference hours. Initial identification of placement take place after completion of three prerequisite Women and Gender Studies courses in consultation with the student's advisor. Prerequisites: RDNG 116 if required by placement testing; ENGL 101; WGST 100; WGST 125; WGST 200. 3 Cr. (9 Lab.) Fall and spring semesters.

WGST233
Women in U.S. History
Cross-listed as HSTY 233.
This course emphasizes the experiences of women from a variety of cultures within the U.S. from colonial times to the present. Among the topics discussed are women's familial roles, the changing nature of household work, racial and ethnic differences in women's experiences, the women's rights movement, employment of women outside the home, and contemporary feminism. Note: For students scoring above 84 on the N.Y. State Regents U.S. History & Government Exam, this course fulfills the SUNY General Education American History requirement. Prerequisites: RDNG 116 if required by placement testing; prior completion or concurrent enrollment in ENGL 101; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WGST248
Contemporary Women Writers
Cross-listed as ENGL 248
Provides an overview of trends and themes in contemporary literature written by women. Through a broad spectrum of readings, students analyze the impact of gender on literature, recognize the diversity of women's experience as expressed in literature, and review the impact of feminist criticism on contemporary literary theory. Prerequisites: ENGL 102; RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE120
Survey of Wine and Alcoholic Beverages
This is an introductory course that covers the many categories of alcoholic beverages available on the market today. Topics include the wine styles of the major wine producing countries in the world, spirits and beer. Critical tasting is an integral part of the course. Additional fee required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Fall semester.

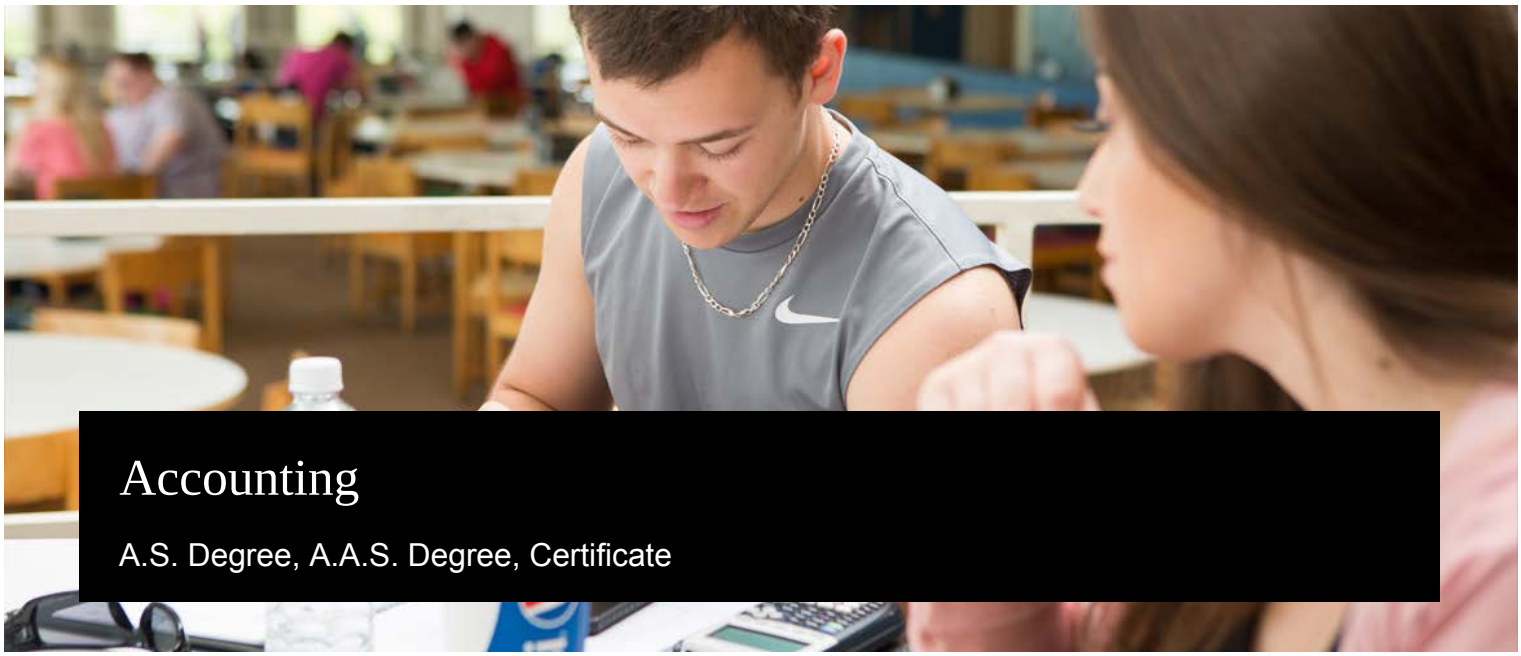
WINE130
Grape Growing and Wine Business
This course provides an overview of the methods of grape growing and wine making. A wide range of business and economic aspects of wine production are introduced. Students gain an understanding and appreciation for the art and skill that go into crafting premium wines. Prerequisites: ENGL 100; WINE 120; RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 090 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.

WINE200
Sensory Evaluation for Wine and Food Pairing
This course examines the principles of sensory evaluation used in wine making and marketing. Students develop advanced levels of appreciation and evaluation that are needed by a wine producer, wine merchant, and enologist, who by the nature of their respective professions must discern flavors and establish tasting benchmarks. The successful pairing of wines with foods on a practical and theoretical basis is emphasized. Students learn how to score and present wine properly. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in RDNG 116 if required by placement testing; WINE 120; WINE 130; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Fall semester.

WINE202
Beverage Studies
This course is a study of a range of both alcoholic and non alcoholic beverages that explores coffees, teas, beers, and spirits from production to final usage. Students learn about beverages and their use in a variety of establishments including, bars, clubs, casinos, tasting rooms, coffee/tea house, breweries, and restaurants. Students gain the knowledge needed to work or manage a variety of industry establishments. Prerequisites: RDNG 099 if required by placement testing; prior completion or concurrent enrollment in MATH 095 if required by placement testing; HRMG 100; WINE 120; prior completion or concurrent enrollment in ENGL 101. 3 Cr. (3 Lec.) Spring semester.

WINE213
Wine Marketing Internship
Through employment, mentorship and self-directed studies at a vineyard, tasting room, restaurant, distributor, or wine tourism establishment, wine marketing majors enhance their understanding of leadership, teamwork, communication, necessary industry skills, and diversity. Each student must complete this course during the summer between the first and second year of the program. A minimum of 150 hours of acceptable and appropriate employment at an approved organization is required. Prerequisites: ENGL 101; at least 12 college credits must be completed at TC3 (not including high school concurrent enrollment credit); minimum GPA of 2.0; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing; and instructor permission. Additional requirements may apply, including preparation for the internship. 3 Cr. (9 Lab.) Summer semester.

WINE220
Wine Marketing and Merchandising
Students learn the fundamental aspects of the wine business and the unique characteristics of its marketing to effectively market and promote wine. Successful sales and customer service strategies along with a range of selling techniques from wholesale, retail, restaurant, and wine room tasting are studied. Students learn how to assess customer needs and meet them. Topics include wine business management, sales and communications, direct and indirect distribution channels, advertising, alternative sales strategies, internet e-commerce, public relations, print and other relevant media, concepts of brand imaging, product slotting and placement. Activities include development of a marketing plan for wine products and merchandise. Prerequisites: ENGL 101; ENGL 201 or ENGL 204; WINE 120; prior completion or concurrent enrollment in MATH 090 and RDNG 116 if required by placement testing. 3 Cr. (3 Lec.) Spring semester.



Accounting

A.S. Degree, A.A.S. Degree, Certificate

ACCOUNTING

The Accounting program prepares you for a career in the public, private, governmental and not-for-profit sectors. Accountants specialize in financial and managerial accounting, auditing, tax, financial analysis and budgeting. Students have three options including the A.S. and A.A.S degrees and Certificate.

The A.S. degree is for transfer to an accounting program at a four year college or university. With additional education and work experience, you will find many employment opportunities including Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Management Accountant (CMA), controller or business manager.

The A.A.S. degree prepares you with the skills needed for a

PROGRAM AT A GLANCE

HEGIS:	5002
A.S. :	63 credits, 80% online
A.A.S. :	60 credits, 100% online
Certificate :	*Accounting* 29 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

paraprofessional entry-level position in accounting. Employment possibilities include staff accountant, accounting specialist, clerk, cost accountant, accounts payable/receivable coordinator, and payroll accountant.

The Certificate program is designed to give you the specialized set of tools you will need for immediate employment in a broad range of entry-level accounting positions or to upgrade your existing skills.

CAREERS ON CAREER COACH

According to the U.S. Bureau of Labor Statistics, employment of accountants is expected to grow 22 percent between 2008-18, much faster than the average expected growth for other occupations.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Business Teachers**
- **Treasurers and Controllers**
- **Auditors**
- **Financial Analysts**
- **Payroll and Timekeeping Clerks**
- **Accountants**
- **Credit Analysts**
- **Bookkeeping, Accounting, and Auditing Clerks**

Explore more career options: A.S. | A.A.S. | Accounting Certificate

PROGRAM CHAIR

TRANSFER OPTIONS

Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Cornell University
- Ithaca College
- Binghamton University
- University at Albany
- Baruch College

Estimated Cost

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

GARY FORD

Professor, Accounting

Gary is a Certified Public Accountant, a Chartered Global Management Accountant, and a member of the American Institute of CPAs and the NY State Society of CPAs. He earned his Bachelor of Business Administration in Accounting from the University of Alaska Anchorage and Master of Science in Accounting from SUNY Polytechnic Institute in Utica/Rome.

Read more

- Fordham University
- University at Buffalo
- SUNY Polytechnic Institute
- SUNY Oswego
- SUNY New Paltz
- SUNY Delhi
- Empire State College

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in each degree or certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each degree or certificate.

ACCT101 - Principles of Accounting I
ACCT102 - Principles of Accounting II
ACCT203 - Intermediate Accounting I
ACCT204 - Intermediate Accounting II
ACCT205 - Cost Accounting
ACCT207 - Income Taxation
BUAD201 - Business Law I
ECON120 - Microeconomics
ECON121 - Macroeconomics

Tompkins Trust Company

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box

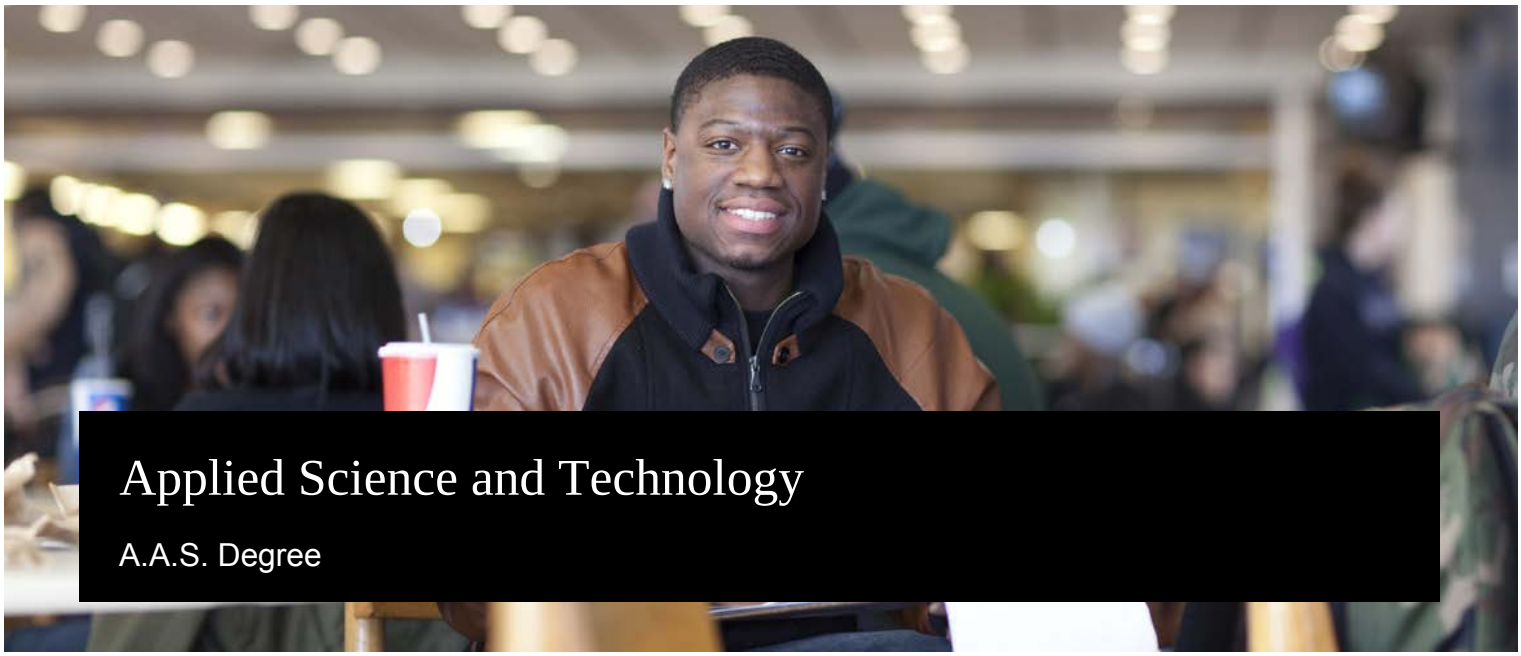
FIND US ON:

CALL US AT:

1.888.567.8211–

139 Dryden, New York 13053
Campus/extension centers locations
The State University of New York
1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues



Applied Science and Technology

A.A.S. Degree

APPLIED SCIENCE AND TECHNOLOGY

The Applied Science and Technology Associate in Applied Science (A.A.S.) degree program is designed to give students the technical skills high-tech employers in our area need, right now.

Students in the program will learn the foundational STEM and problem-solving skills that make them an in-demand, immediately employable technician with knowledge in science, technology, and math.

This program is ideal for veterans, workers eligible for Trade Adjustment Assistance, adult students, employees looking to upgrade skills, and past or present manufacturing employees.

CAREERS ON CAREER COACH

PROGRAM AT A GLANCE

HEGIS: 5301

A.A.S. : 60 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

The Applied Science and Technology program was designed with flexibility in mind to ensure that students are able to take coursework that will best support their search for a career path in an ever-changing field of varied science and technology opportunities. Likewise, the college has regular conversation with area employers to make sure that we sustain and develop course offerings that meet in-demand skills in the local area, throughout New York State, and beyond.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Chemical Technicians**
- **Environmental Scientists and Specialists**
- **Chemists**
- **Animal Scientists**
- **Microbiologists**
- **Zoologists and Wildlife Biologists**
- **Soil and Plant Scientists**
- **Biochemical Engineers**

Explore more career options: A.A.S.

PROGRAM CHAIR

SOPHIA GEORGIAKAKI

Professor, Mathematics

Read more

TRANSFER OPTIONS

With careful planning with an academic advisor, graduates can continue their education at a four-year college or university. Possible transfer institutions include:

- Binghamton University
- Cornell University
- Ithaca College
- Rochester Institute of Technology
- SUNY Polytechnic
- SUNY Upstate Medical University

HIGHLIGHTED COURSES

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

BIOT101 - Introduction to Biotechnology
DRAF107 - Engineering Graphics
DRAF117 - Architectural Drafting
MATH122 - Technical Mathematics
MATH200 - Statistics
ENGL103 - Report Writing
ENVS102 - Technology and the Environment

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Biology

A.S. Degree, Biotechnology Certificate

BIOLOGY

The Biology Program is designed to prepare students for seamless transfer into a four-year SUNY institution as a Biology or Biotechnology major. The curriculum provides academic tracks for Bachelor degrees in biochemistry, cell-molecular biology, microbiology, organismal biology, physiology, nutrition, and the Health Sciences. The program provides students the opportunity for entrepreneurship in science and technology so they appreciate their intellectual property rights and value to the industry. The Biology A.S. degree and Biotechnology Certificate provides students authentic lab skills required for transfer into a four-year research program and marketable soft skills for career advancement.

> *"The field needs researchers who can also act as interpreters for the general public. And I've been able to sharpen my communication*

PROGRAM AT A GLANCE

HEGIS: 5604

A.S. : 60 credits, 80% online

Certificate : *Biotechnology* 24 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid

> *skills at Tompkins Cortland (along with expanding math skills for the science work)."*
> *– Marc Harrison, 2014 graduate of the Biology program*

CERTIFICATE

Reverse transfers, can prepare for graduate (Masters and PhD) and advanced health professional (PA and Pharmacy) school admissions by augmenting their principle Bachelors' degree with science-majors level courses and hands-on lab research experience in the life sciences. There are 24 credits from the core Biology Program curriculum that can be applied towards a Biotechnology Certificate for students preparing for GRE, MCAT or PCAT exams.

CAREER OPPORTUNITIES

The market for biotechnology and medical technicians has expanded. Biotechnology (genetics, biochemistry and microbiology) is applied in all sectors of the medical, food, and agricultural industries. New York State has developed several biotechnology corridors and small business incubators in response to rapid growth in these sectors. In the 12 county central NY regions there are 172 companies, employing over 6,000 persons in the biosciences with an average salary of $43,909, 30 percent higher than the regional average. Career opportunities exist as Laboratory Associates or Technicians in research, quality control, and production in areas related to medicine, diagnostics, and manufacturing.

CAREERS ON CAREER COACH

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Secondary School Teachers**
- **Forestry and Conservation Science Teachers**
- **Biological Technicians**
- **Bioinformatics Scientist**
- **Biologists**
- **Biological Science Teachers**
- **Sales Representatives**
- **Inspectors, Testers, and sorters**

Explore more career options: A.S. | Biotechnology Certificate

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Bio-Link

PROGRAM CHAIR

JACOB, JAMES R., PH.D.

Professor, Biology

Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University.

Read more

TRANSFER OPTIONS

Graduates may continue their education via seamless transfer to a four-year SUNY college or university. Students have successfully transferred to:

- Cornell University
- SUNY College at Cobleskill
- SUNY Upstate Medical University
- Ithaca College
- SUNY College at Fredonia
- Rochester Institute of Technology
- Rensselaer Polytechnic Institute
- SUNY College at Oswego
- Binghamton University
- SUNY College of Environmental Science and Forestry
- Jefferson School of Health Professions
- University at Buffalo

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

BIOT101 - Introduction to Biotechnology
BIOL104 - General Biology I
BIOL105 - General Biology II
CHEM107 - General Chemistry I
CHEM205 - Organic Chemistry I
BIOL205 - General Genetics
BIOL206 - Molecular Genetic Techniques

CHEM108 - General Chemistry II **BIOL211 - Ecology**

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

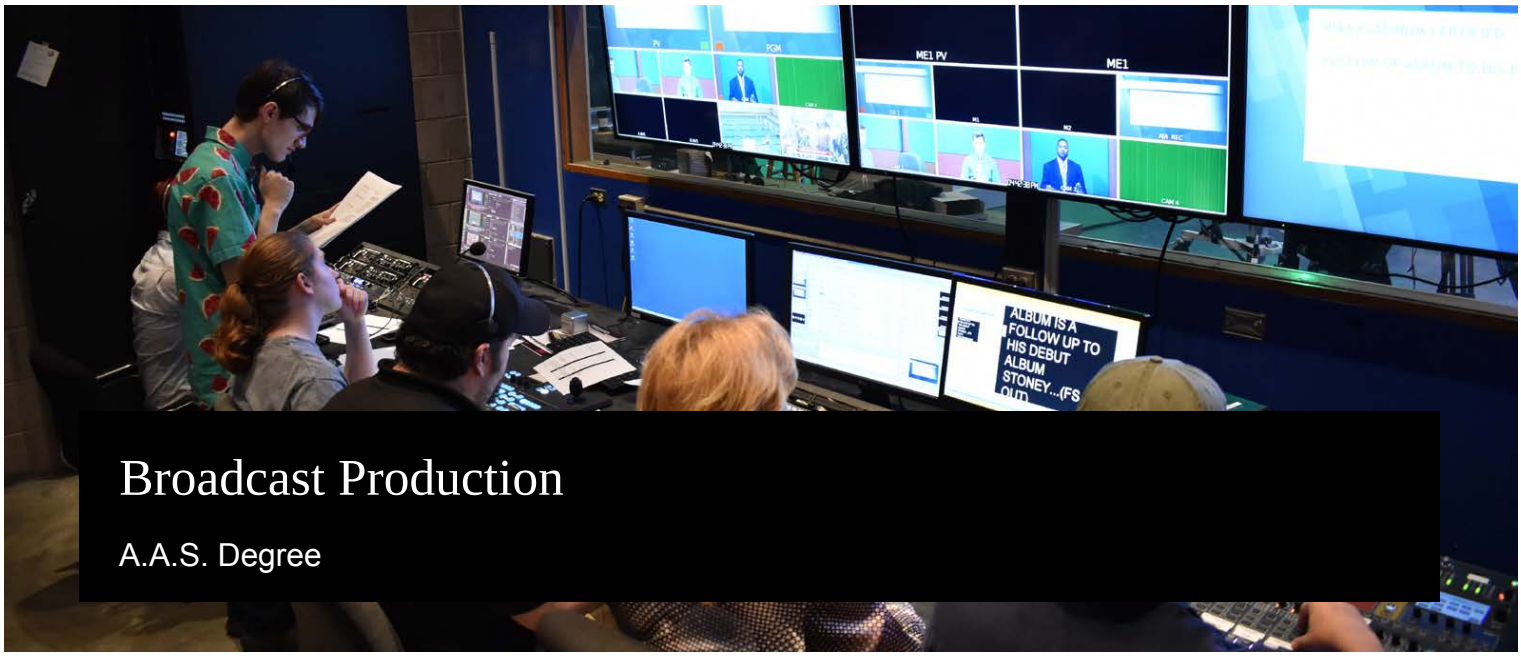
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Broadcast Production

A.A.S. Degree

BROADCAST PRODUCTION

Never in the history of the world has there been a more exciting time to study communications. Technology changes at the speed of light and employers demand trained people. At Tompkins Cortland Community College, you'll benefit from a hands-on program that allows you to work with broadcast quality equipment from your first semester to your last. You'll work with trained professional instructors who bring the latest technology and techniques straight from the field into the classroom. The broadcast production program allows you to choose or combine television, radio, and digital media courses to create a tailored program of study.

CAREERS ON CAREER COACH

As a student in the broadcast production program, you will be prepared for entry-level positions in broadcasting, corporate media, advertising

PROGRAM AT A GLANCE

HEGIS: 5008

A.A.S. : *Concentration, Radio* 61 credits, 50% online

A.A.S. : *Concentration, Television* 60 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs

agencies, sound studios, and cable television operations. Specific positions include camera operators, production assistants, technical directors, audio technicians, video editors, on-air talent, and web designers. In small studios found in industry, schools and cable systems, graduates may take on a role that encompasses many of these functions.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Audio and Video Equipment Technicians**
- **Copy Writers**
- **Technical Director/Managers**
- **Program Directors**
- **Camera Operators**
- **Sound Engineering Technicians**
- **Producers**
- **Broadcast Technicians**

Explore more career options: A.A.S. Radio Concentration | A.A.S. Television Concentration

PROGRAM CHAIR

CHRIS XAVER, PH.D.

Professor, Communication and Media Arts

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the

TRANSFER OPTIONS

The radio and television sequence is aligned with related bachelor's degree programs so you can transfer as a junior. Graduates of this program have transferred to:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- St. John Fisher College

Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Read more

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in each degree in this program area. Please be sure to check the degree requirements tab for details about the requirements for each degree.

COMM101 - Mass Media
COMM111 - Foundations of Digital Editing
COMM112 - Foundations of Motion Graphics
COMM120 - Broadcast Operations
COMM127 - Audio Production I
COMM135 - Recording Technology
COMM160 - Media Writing
COMM170 - Broadcast Copywriting
COMM245 - Professional Video Editing & Post Production
COMM290 - Television News Production

Action 12 News (Television)
93Q WNTQ (Radio)
Cayuga Radio Group (Radio)
CNY Central (Radio/Television)
ESPN Ithaca (Radio/Television)
FOX 40 (Television)
FOX News 10 Rochester (Television)
News 10 NBC (Television)
Oldies 101.5 (Radio)
Time Warner Cable News (Television)

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

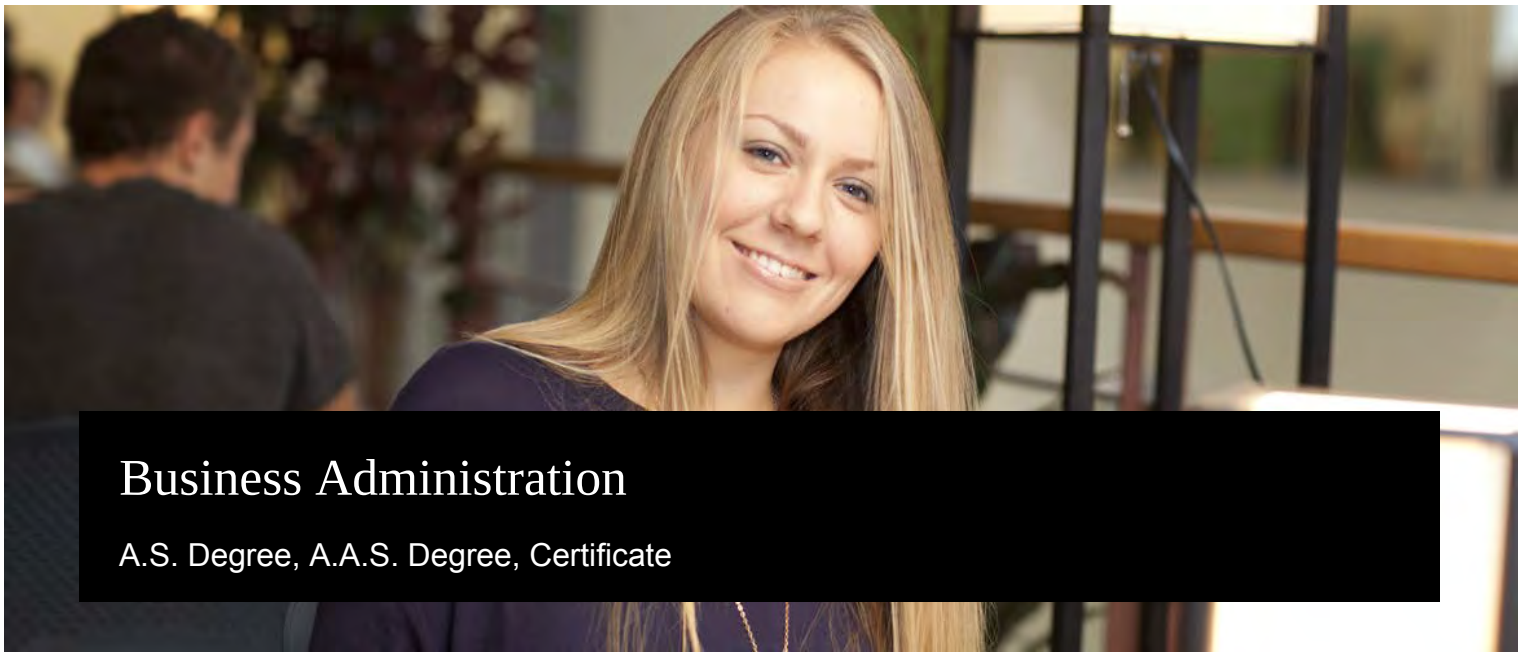
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Business Administration

A.S. Degree, A.A.S. Degree, Certificate

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

BUSINESS ADMINISTRATION

Students interested in pursuing a career in the business field have two degree options. If you plan to go to work after earning an associate degree, enroll in the business administration A.A.S. degree. If you wish to earn a bachelor's degree in business, economics, labor relations, management, marketing, or related business fields, enroll in the business administration A.S. degree. In addition, certificates in Business Management and Executive Office Assistant are offered for those intending to pursue or advance their employment opportunities in a business-related occupation.

ONLINE DEGREE AND CERTIFICATE

All course requirements for a degree in business administration or a certificate in business management may be completed online. The programs are offered through the SUNY Learning Network (SLN). Online

PROGRAM AT A GLANCE

HEGIS:	5004
A.S. :	63 credits, 80% online
A.A.S. :	62 credits, 100% online
Certificate :	*Business Management* 35 credits, 100% online
Certificate :	*Executive Office Assistant* 29 credits

ATTENDING

courses may be combined with traditional classroom-based courses. Consult with the the College's enrollment services center for specific information.

CAREERS ON CAREER COACH

Graduates of our business programs qualify for positions in production planning, management, communication and support systems coordination, general contracting, retail sales, auditing, microcomputer administration, quality control, retirement and compensation analysis, and customer relations.

Graduates have been placed with many firms, including The CBORD Group, Inc., CFCU Community Credit Union, Cornell University, Ithaca College, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, Pall Trinity Micro Corp., Tompkins County Trust Company and other state and local employers.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Loss Prevention Managers**
- **First-Line Supervisors**
- **Demonstrators and Product Promoters**
- **Sales Managers**
- **Purchasing Managers**
- **First-Line Supervisors of Production**
- **Supply Chain Managers**
- **Chief Executives**

Explore more career options: A.S. | A.A.S. | Business Management Certificate | Executive Office Assistant Certificate

PROGRAM CHAIRS

TRANSFER OPTIONS

Recent graduates have continued their education at a four-year college or university. Transfer institutions include:

- Binghamton University

TOMPKINS CORTLAND

Admissions

Degree Programs

Estimated Cost

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS

LARRY CHASE

Professor, Business

Read more

KEVIN HAVERLOCK

Professor, Business

Read more

- Cornell University
- SUNY College at Cortland
- SUNY Delhi
- Empire State College
- SUNY College at Fredonia
- Ithaca College
- SUNY College at Oswego
- SUNY College at Oneonta
- SUNY College at Brockport

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in each degree or certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each degree or certificate.

BUAD106 - Foundations of Business
BUAD111 - International Business
BUAD201 - Business Law
BUAD203 - Business Communications
BUAD204 - Principles of Marketing
BUAD208 - Principles of Management
ACCT101 - Principles of Accounting I
ACCT102 - Principles of Accounting II
ECON120 - Principles of Microeconomics

PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Coltivare
The Statler Hotel- Cornell University
Tompkins County Youth Services Department
Tompkins Trust Company

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Chemical Dependency Counseling

A.A.S. Degree, Certificate

CHEMICAL DEPENDENCY COUNSELING

Qualified specialists are in demand as we learn more about the frequency and severity of alcoholism and other substance abuse. The chemical dependency counseling degree prepares you as a professional in the addictions treatment field for practice experiences in therapeutic communities, rehabilitation centers, outpatient programs, correctional facilities, hospitals, and related organizations. Specialized courses in counseling are combined with courses in the humanities, social sciences, math, and science. The program also provides required continuing education and clock hours for those already working in the field.

A new 350 clock hour certificate program in Chemical Dependency Counseling is available at Tompkins Cortland Community College. It is intended for individuals who are: a) seeking a 350 clock hour certificate to meet New York State Office of Alcohol and Substance Abuse Services

PROGRAM AT A GLANCE

A.A.S. :	62 credits, 80% online
Certificate :	*Chemical Dependency Counseling* 26 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid

(OASAS) credentialing requirements; b) seeking to enhance their current employment or academic experience with concentrated study in a specialized career field; c) seeking to complete their certificate program requirements partially or entirely online. In addition, the certificate provides an alternative educational opportunity for those pursuing direct access to the addictions employment field upon program completion. Besides the 350 clock hours of education/training, students must also complete 1 – 3 years of specific work experience in the chemical dependency field to meet eligibility requirements for the NYS OASAS credentialing examination.

CLOCK HOURS AND CONTINUING EDUCATION

The chemical dependency counseling degree and certificate provide the 350 clock hours of education and training required by the New York State Office of Alcoholism and Substance Abuse for credentialed alcoholism and substance counselors (CASAC). The programs also provide course work for counselors pursuing re-credentialing.

FIELD EXPERIENCE

Students will participate in two semesters of field experience as part of the chemical dependency counseling program. Each four-credit fieldwork course requires 120-150 hours of work experience under the direction of a licensed, certified, or credentialed health care or treatment professional, plus one hour of classroom instruction per week.

CAREERS ON CAREER COACH

This program provides training for employment in human service and criminal justice agencies as case managers, case workers, social welfare examiners, youth and child care workers, and home visitors. Examples of employers of our graduates include: Cayuga Addiction Recovery Services, Catholic Charities, Seven Valleys Council, Tully Hill CD Treatment Center, Veterans Administration Medical Hospital, the William George Agency, Dick VanDyke ATC, and Willard Drug Treatment Center.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Alcohol and Drug Council of Tompkins County

- **Counseling Psychologists**
- **Substance Abuse Counselors**
- **Health Educators**
- **Rehabilitation Counselors**
- **Social and Human Service Assistants**
- **Mental Health Social Workers**

Explore more career options: A.A.S. | Chemical Dependency Counseling Certificate

PROGRAM CHAIR

JOSEPH L. SMITH, PH.D., LCSW-R, CASAC

Professor, Chemical Dependency Counseling

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor.

Read more

TRANSFER OPTIONS

Recent graduates have continued their education in addiction studies, psychology, human services, health education, and social work at:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Empire State College
- Ithaca College
- University of Phoenix
- SUNY College at Plattsburgh
- Syracuse University

HIGHLIGHTED COURSES

Arnot Health
Catholic Charities
Cayuga Addiction Recovery Services
Cortland Prevention Resources
Dick VanDyke ATC
Family Counseling Services
Long Island Center for Recovery
McPike Addiction Treatment Center
Phoenix House

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

CDSC101 - Intro. to Chemical Dependency Counseling
PSYC103 - Introduction to Psychology
BIOL101 - Principles of Biology
HLTH207 - Drug Studies
HLTH208 - Alcohol and Alcoholism
CDSC 200 - Chemical Dependency Fieldwork I
CDSC201 - Counseling Theories and Interventions I
CDSC220 - Chemical Dependency Fieldwork II
CDSC225 - Counseling Theories and Interventions II

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

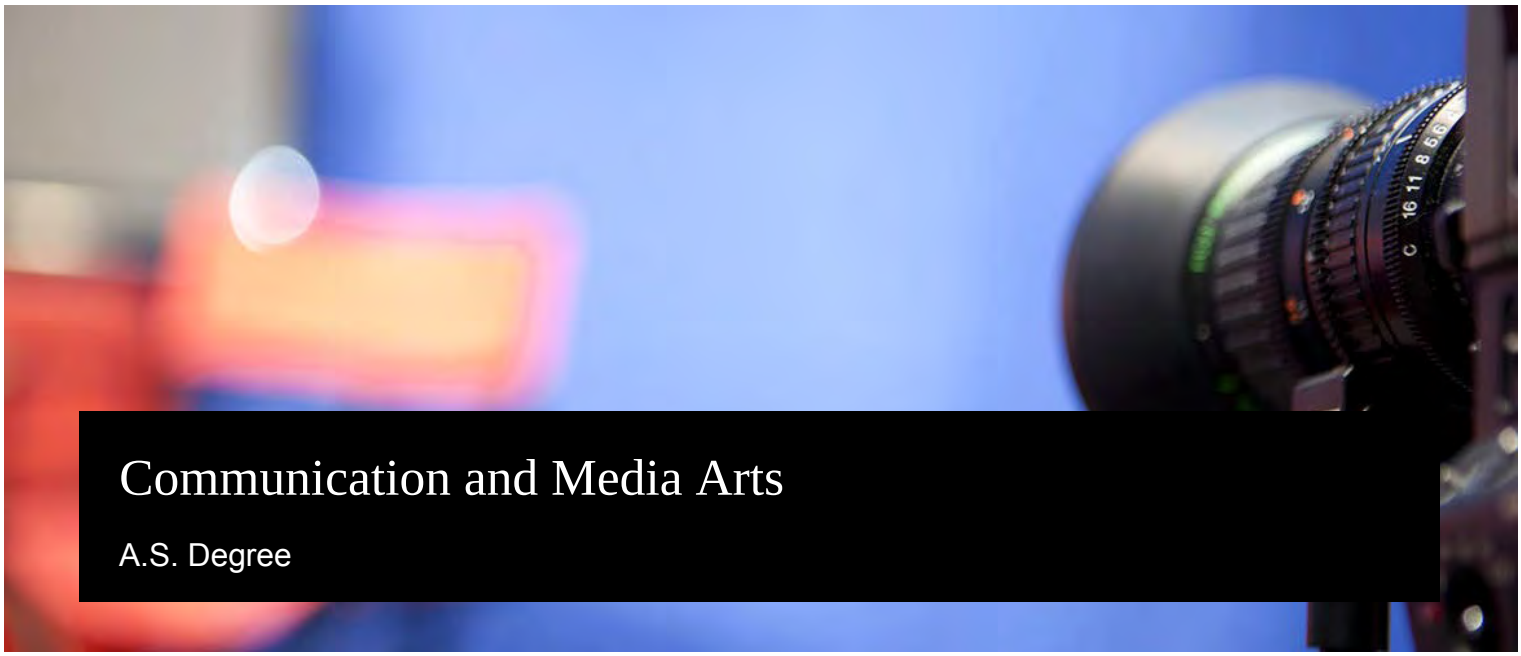
Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Communication and Media Arts

A.S. Degree

COMMUNICATION AND MEDIA ARTS - BROADCAST JOURNALISM

The communication and media arts program is a transfer program that focuses on broadcast journalism. At Tompkins Cortland Community College you'll benefit from a hands-on program that allows you to simulate the working environment in the classroom. The program is as close as you can get to working as a journalist while still going to college. Student can concentrate their studies in television, radio, or better yet…cross-train in both. Our professional instructors (all of whom still work as broadcast professionals) bring the latest trends from the field into the curriculum.

CAREERS ON CAREER COACH

Graduates have gone directly to work for television and radio stations like Channel 34 in Binghamton and 870 WHCU in Ithaca. Specific positions

PROGRAM AT A GLANCE

HEGIS: 5008

A.S. : *Broadcast Journalism* 63 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

include on-air reporters, producers, and assignment editors.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Producers**
- **Directors**
- **Communications Teachers**
- **Editors**
- **Copy Writers**
- **Art Directors**

Explore more career options: A.S.

PROGRAM CHAIR

CHRIS XAVER, PH.D.

Professor, Communication and Media Arts

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Read more

TRANSFER OPTIONS

The curriculum is designed to align with related bachelor's degree programs so you can potentially transfer in as a junior. Graduates of this program may consider communications programs at:

- Buffalo State College
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- Ithaca College
- SUNY New Paltz
- SUNY College at Oneonta
- SUNY College at Oswego
- St. John Fisher College

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

93Q WNTQ

Action 12 News

Cayuga Radio Group

CNY Central

HIGHLIGHTED COURSES

COMM100 - Creating Online Media
COMM101 - Mass Media
COMM120 - Broadcast Operations
COMM127 - Audio Production I
COMM140 - Introduction to Field Production
COMM160 - Media Writing
COMM225 - Communication Law and Ethics
ENGL237 - Journalism

ESPN Ithaca
FOX 40
News 10 NBC
Oldies 101.5
Wild 104
WMXW/Clear Channel

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland

Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Computer Information Systems

A.A.S. Degree

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

COMPUTER INFORMATION SYSTEMS

The computer helps people do their jobs more effectively and efficiently. Behind the scenes of every organization are dedicated men and women who develop computer systems to perform needed functions. The CIS program will prepare you for a career in many areas of the computer field including network support, computer programming, database design, web site design or user support.

The CIS program features coursework in several programming languages, systems analysis, network design, database design, and software applications. Additional business classes provide the necessary background in how computers are used in the workplace.

Computer information processing is among the fastest growing fields in

PROGRAM AT A GLANCE

HEGIS: 5101

A.A.S. : 62 credits, 100% online

ATTENDING TOMPKINS CORTLAND

- Admissions
- Degree Programs
- Estimated Cost
- Financial Aid
- Register for Classes
- Transfer Opportunities

business, industry, government, and education. The number of entry-level positions available in this field continues to exceed the number of qualified persons to fill them.

CAREERS ON CAREER COACH

Graduates have been placed in many firms including Borg-Warner Automotive, The CBORD Group, Inc., Cornell Federal Credit Union, Cornell University, Enlyten, Inc., Ithaca College, Marietta Corporation, Monarch Machine Tool Inc., Pall Trinity Micro Corporation, Precision Filters, Inc., Thomas Associates Architects, Engineers, PC, and Tompkins Cortland Community College.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Network and Computer Systems Administrators**
- **Computer and Information Systems Managers**
- **Information Technology Project Managers**
- **Computer User Support Specialists**
- **Information Security Analysts**
- **Computer Operators**
- **Database Administrators**
- **Computer Programmers**

Explore more career options: A.A.S.

PROGRAM CHAIR

TAMMY SMITH

Professor, Computer Information Systems

TRANSFER OPTIONS

Although the computer information systems A.A.S. degree is not designed primarily for transfer, graduates have continued their educations at four-year institutions. Recent transfer institutions include:

- University at Albany
- Binghamton University
- SUNY College at Cortland

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

American, 2016 and 2017

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Tompkins Trust Company

Read more

- SUNY Polytechnic Institute
- Ithaca College
- Rochester Institute of Technology

HIGHLIGHTED COURSES

CIS108 - Introduction to Computer Information Systems
CIS132 - Network Design
CIS213 - Programming in C++
CIS214 - System Analysis & Design
CIS215 - Operating Systems
CIS220 - Database Concepts
CIS225 - JAVA
CIS227 - Web Programming and Design
CIS230 - Computer Information Systems Internship

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

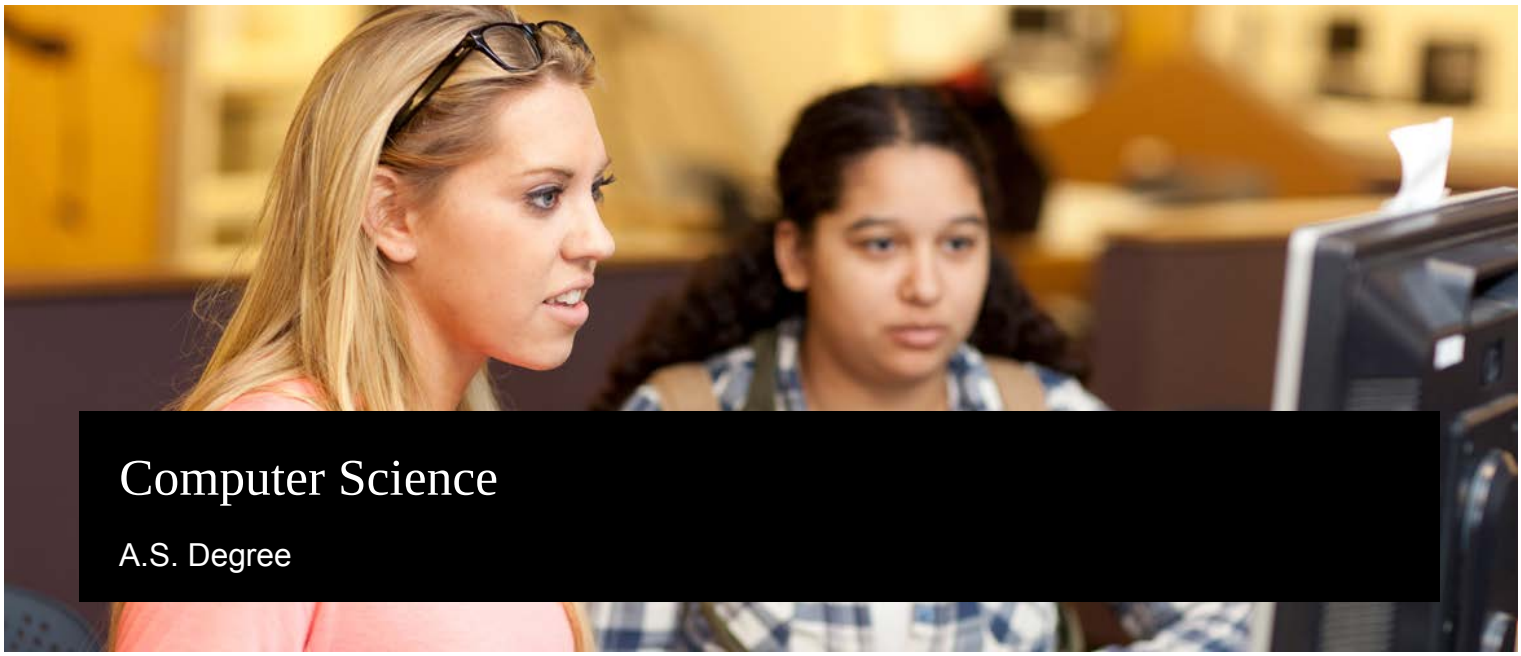
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Computer Science

A.S. Degree

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

COMPUTER SCIENCE

The Computer Science A.S. degree program is based on the curriculum recommended by the Association of Computing Machinery (ACM). The ACM is the oldest organization for computing professionals, providing resources and guidelines for professionals and educators in the field.

The degree program provides students with the theoretical foundations of study in computer science, including algorithms, data structures, and efficiency. It also prepares students for potential employment in the field, covering computer architecture, programming, web design, and database design and implementation.

The Computer Science A.S. is designed as a transfer program. It therefore contains a strong foundation of mathematics and science courses. The

PROGRAM AT A GLANCE

HEGIS: 5101

A.S. : *General Sequence* 63 credits, 50% online

A.S. : *Engineering Sequence* 64 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

program can often lead to graduate study beyond the bachelor's degree.

CAREERS ON CAREER COACH

Although this program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities include entry-level programming, web design, system design, or computer support.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Secondary School Teachers**
- **Software Developers**
- **Bioinformatics Technicians**
- **Remote Sensing Technicians**
- **Social Science Research Assistants**
- **Computer Science Teachers**

Explore more career options: A.S.

PROGRAM CHAIR

TAMMY SMITH

Professor, Computer Information Systems

Read more

TRANSFER OPTIONS

Our computer science program is a mathematically-based curriculum that leads to the A.S. degree after two years of full-time study. Students may transfer to 4-year programs in Computer Science, Computer Information Systems, Computer Engineering, Computer Security, or other related disciplines. Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College

Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

- SUNY College at Potsdam
- Rochester Institute of Technology
- Wells College

HIGHLIGHTED COURSES

CAPS152 - Web Page Design
CSCI160 - Computer Science I
MATH200 - Statistics
CSCI165 - Computer Science II
MATH216 - Discrete Mathematics
CIS220 - Database Concepts
CSCI205 - Computer Science III - Data Structures
MATH201 - Calculus I
CSCI210 - Computer Architecture and Organization

Tompkins Trust Company

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Computer Support Specialist

A.A.S. Degree

COMPUTER SUPPORT SPECIALIST

As both small and large firms across all industries expand and develop their computer systems, there is a growing need for computer support specialists. Graduates of this program can install, test, upgrade, and maintain computer hardware and software as well as troubleshoot hardware and software problems. They will be ready for employment in computer support, training, or help desk positions.

Students will develop the skills and knowledge needed to install, maintain and repair computers. They will also develop critical thinking and communication skills that will be essential for providing high quality support services to computer users. In addition to computer applications and computer information systems courses that cover key areas of computer information systems and technology, there are three required courses dedicated to computer support.

PROGRAM AT A GLANCE

HEGIS: 5104

A.A.S. : 60 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

CSS 112-Hardware Repair and Maintenance and CSS 212-Help Desk and User Support both include hands-on learning experiences. The fourth semester internship (CSS 240) provides opportunities to apply technical concepts and use interpersonal skills.

CAREERS ON CAREER COACH

Graduates will be qualified for entry-level professional positions in computer maintenance and help-desk support. Many businesses and other organizations in our region have a current need for, or plan to add, computer support personnel to their staff. A needs assessment found that employers are having difficulty finding technically competent job applicants who have the written and oral skills needed to effectively communicate with and provide technical support to computer users.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Computer Science Teachers**
- **Computer User Support Specialists**
- **Database Administrators**
- **Network and Computer Systems Administrators**
- **Computer Systems Analysts**
- **Geospatial Information Scientists**
- **Supply Chain Managers**
- **Web Developers**

Explore more career options: A.A.S.

PROGRAM CHAIR

KEN WHITENER

Associate Professor, Computer Science

Read more

TRANSFER OPTIONS

While intended for students who plan to immediately work in the computer support field after graduation, many of the credits earned in this program should be accepted for transfer to a related four-year degree program in computer and/or information

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Tompkins Trust Company

technology. Recent graduates have continued their education at:

- Keuka College

HIGHLIGHTED COURSES

CIS108 - Introduction to Computer Information Systems
CSS112 - Hardware Repair and Mainenance
CIS132 - Network Design
CIS214 - Systems Analysis and Design
CIS215 - Operating Systems
CIS220 - Database Concepts
CSS212 - Help Desk and User Support
ENGL103 - Report Writing
CSS240 - Computer Support Specialist Internship

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Construction and Environmental Technology

A.A.S. Degree, Certificate

CONSTRUCTION & ENVIRONMENTAL TECHNOLOGY

Professionals in the construction industry need well-trained technicians with diverse educational backgrounds. Their needs provide our graduates with a variety of exciting and rewarding career options. Architects, contractors, engineers, surveyors, testing labs, materials suppliers, colleges, and government agencies provide careers for construction technicians in design, drafting, surveying, inspection, estimating, and laboratory testing.

The construction technology curriculum covers a broad range of subjects related to the construction field, including computer aided drafting and use of microcomputers.

ENVIRONMENTAL EMPHASIS

PROGRAM AT A GLANCE

HEGIS:	5317
A.A.S. :	62 credits, 50% online
Certificate :	*Construction and Environmental Technology* 29 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost

The Construction Technology curriculum has changed with the times. The core courses in management, materials, and drafting emphasize environmental concerns and energy conservation. Environmental codes and regulations and efficient use of materials and methods are emphasized across the curriculum.

ENVS 102, Technology and the Environment, is now required and other environmental related courses can be selected for program electives. For example, Social Science: POSC 112 Public Administration. Unrestricted Elective: ENVS 101 Resource Conservation; Lab Science: PHSC 104, CHEM 101, GEOL 101, BIOL 101; Humanities: ENVS 105 Environmental Ethics.

CAREERS ON CAREER COACH

Some of the firms/agencies that have hired construction technology graduates include Barden Homes, Crown Construction, Paul Yaman Associates, New York State Dept. of Transportation, and U.S. Geological Services.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Energy Auditors**
- **Construction and Building Inspectors**
- **Civil Drafters**
- **Surveying Technicians**
- **Architectural Drafters**
- **Environmental Engineering Technicians**

Explore more career options: A.A.S. | Construction and Environmental Technology Certificate

PROGRAM CHAIR

TRANSFER OPTIONS

Although the A.A.S. degree in construction technology is not designed primarily for transfer, graduates of this program have transferred to four-year bachelor's

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

CME Associates Horseheads,

SOPHIA GEORGIAKAKI

Professor (Mathematics)

Read more

degree programs in construction technology, forestry, and facilities management. Graduates of the construction technology program have gone on to study forestry, facilities management, and construction technology at:

- Empire State College
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

CONT107 - Construction Materials
DRAF117 - Architectural Drafting I
MATH122 - Technical Mathematics
ENVS102 - Technology and the Environment
CONT115 - Construction Estimating & Planning
CONT202 - Surveying
CONT208 - Construction Management and Regulation
CONT210 - Structural Design
CONT216 - Materials Testing

NY
IAD Development Inc Ithaca, NY
Sunny Brook Builders
Tompkins County Soil and Water Conservation District

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Creative Writing

A.A. Degree, Certificate

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

CREATIVE WRITING

Writers are integral members of the collaborative teams creating content for print publications, film, television, radio, and new media. Put simply, the story comes first.

The Creative Writing program prepares you for a career in the arts and entertainment industry by providing course work that encourages writing proficiency, creative expression, literary scholarship, and critical thinking. You will develop your craft as you participate in workshops, conference with faculty mentors, interact with visiting writers, and collaborate with students in other academic disciplines. Extra-curricular activities include the Screenwriting Club, The Writers' Guild, and, Readers' Corner. Students are also encouraged to submit writing and art work to the Kelab Art and Literary Journal, a collaborative effort of the Creative Writing, Graphic Design, Photography and New Media programs along with the Writers' Guild.

PROGRAM AT A GLANCE

HEGIS: 5615

A.A. :	*Prose, Poetry, and Drama Concentration* 62 credits, 50% online
A.A. :	*Screenwriting Concentration* 62 credits, 50% online
Certificate :	*Creative Writing: Prose and Poetry* 30 credits
Certificate :	*Creative Writing: Screenwriting* 30 credits

You may select the Prose, Poetry, and Drama concentration or the Screenwriting concentration.

CAREERS ON CAREER COACH

According to the U.S. Department of Labor, employment of writers is expected to grow by eight percent from 2008 to 2018. In addition, the growth of web-based publications is increasing the demand for writers and editors.

Tompkins Cortland Community College's creative writing students have earned recognition as distinguished poets, novelists, dramatists, and screenwriters. For example, a recent grad sold his feature screenplay to Universal Pictures.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **English Language and Literature Teachers**
- **Tutors**
- **Poets, Lyricists, and Creative Writers**
- **Copy Writers**

Explore more career options: A.A. Creative Writing Prose, Poetry, and Drama | A.A. Creative Writing Screenwriting | Creative Writing: Poetry and Prose Certificate | Creative Writing: Screenwriting Certificate

PROGRAM CHAIR

DARLENE GOLD, PH.D.

Professor, English

TRANSFER OPTIONS

Students develop portfolios for submission to four-year programs in creative writing, dramatic writing for theatre, and television, film, and new media.

Recent graduates have transferred to Carnegie Mellon University and SUNY College at Oswego.

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

Estimated Cost

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

Read more

You might also consider:

- Binghamton University
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- Emerson College
- Goddard College
- Ithaca College
- New York University
- SUNY College at Purchase
- University of Southern California

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

ENGL108 - Literary Performance & the Spoken Word
ENGL200 - Screenwriting
ENGL212 - Fiction Writing
ENGL227 - Fundamentals of Creative Writing
ENGL256 - Playwriting
ENGL258 - Creative Nonfiction Writing
ENGL261 - Visiting Writer Series
ENGL262 - Poetry Writing
ENGL274 - Marketing the Screenplay
ENGL275 - Getting Published: Prose and Poetry

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Community College
170 North St., P.O. Box 139 Dryden, New York 13053

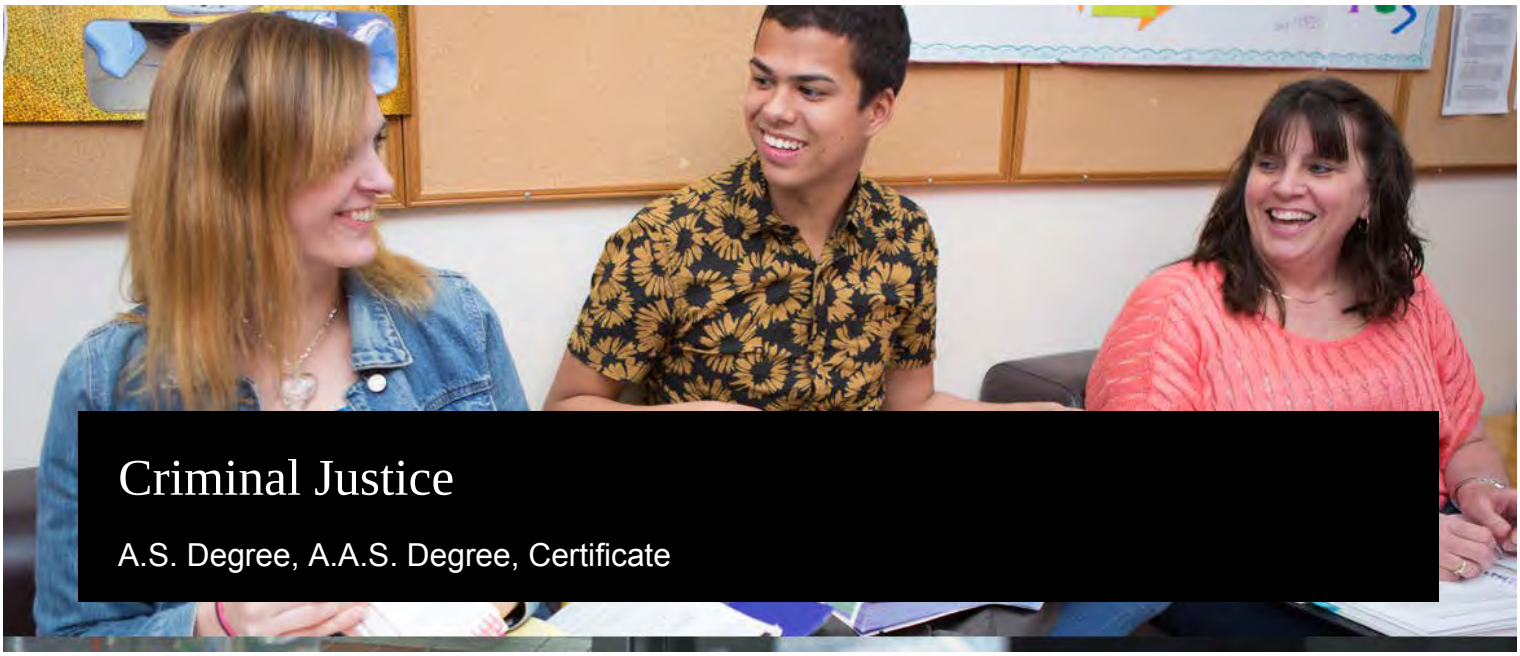
Campus/extension centers locations

The State University of New York

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Criminal Justice

A.S. Degree, A.A.S. Degree, Certificate

CRIMINAL JUSTICE

In our complex, technological society, criminal justice practitioners deal with a variety of people, social problems, conflict situations, and incidents. Our A.S. and A.A.S. degrees provide courses in criminal justice, social sciences, liberal arts and sciences, and computer technology. An optional internship component affords students the opportunities for experiential learning in a number of criminal justice agencies.

CAREERS ON CAREER COACH

Recent graduates have been employed with Cortland City Police and Sheriff's departments, Ithaca City Police, New York State Police, Tompkins and Tioga County Sheriff's departments and Tompkins Cortland Community College Campus Police.

PROGRAM AT A GLANCE

HEGIS:	5505
A.S. :	60 credits, 100% online
A.A.S. :	60 credits, 100% online
Certificate :	*Criminal Justice* 30 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Correctional Officers and Jailers**
- **Criminal Investigators and Special Agents**
- **Police Patrol Officers**
- **Child, Family, and School Social Workers**
- **Regulatory Affairs Managers**
- **Information Security Analysts**
- **Criminal Justice and Law Enforcement Teachers**
- **First-Line Supervisors of Correctional Officers**

Explore more career options: A.S. | A.A.S. | Criminal Justice Certificate

PROGRAM CHAIR

SCOTT OCHS

Professor, Criminal Justice

Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation.

Read more

TRANSFER OPTIONS

Many graduates have continued their education at a four- year college or university. For specific transfer information, contact your academic advisor in the Criminal Justice program, the Criminal Justice Program Chair, and the Counseling, Career, and Transfer Services office.

Our graduates have transferred to institutions including:

- Alfred State
- Buffalo State College
- Cazenovia College
- Hilbert College
- John Jay College of Criminal Justice
- Hartwick College
- Wells College
- University at Albany
- Binghamton University

Estimated Cost

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

- SUNY College at Brockport
- SUNY College at Cortland
- SUNY College at Oneonta
- SUNY College at Oswego

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in each degree or certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each degree or certificate.

CRJU104 - Introduction to Corrections
CRJU105 - Introduction to Criminal Justice
PSYC103 - Introduction to Psychology
SOCI101 - Introduction to Sociology
CRJU205 - Concepts of Criminal Law
SOCI207 - Introduction to Criminology
SOCI206 - Juvenile Delinquency
CRJU210 - Introduction to Crime Scene Investigation
CRJU215 - Legal Aspects of Evidence

Tompkins County Sheriff's Office

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

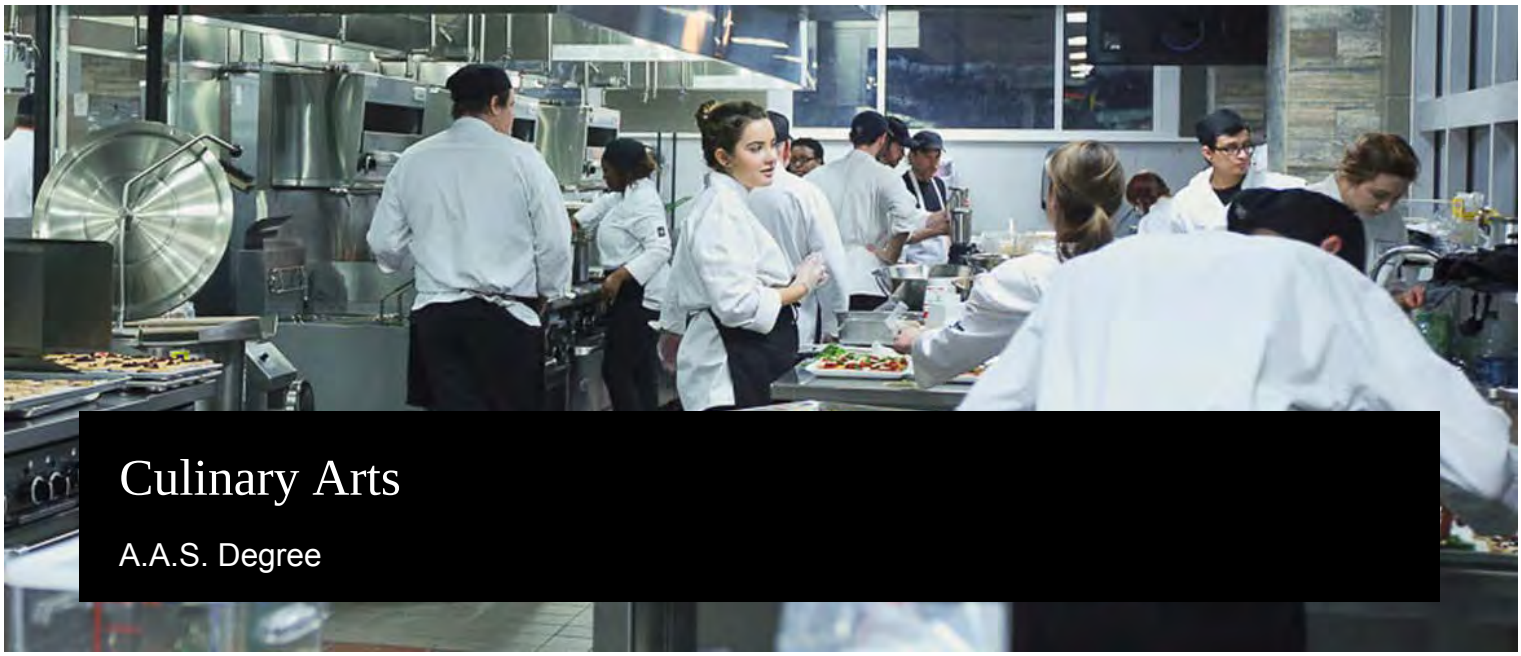
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Culinary Arts

A.A.S. Degree

CULINARY ARTS

The Culinary Arts program teaches aspiring hospitality and culinary students the “farm-to-table” concept driving menus in some of the finest restaurants worldwide. Utilizing products from the College’s own organic farm as part of the College’s innovative Farm to Bistro concept, students will be immersed in the practices of “gastronomy” as they learn about local agriculture and culinary practices. They will also benefit from hands-on professional training in the College’s downtown Ithaca culinary center Coltivare, complete with teaching kitchens, fully functional professional restaurant, and large-group serving capability.

PROGRAM AT A GLANCE

HEGIS: 5404

A.A.S. : 63 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

> *"From my perspective, Coltivare and Tompkins Cortland Community College both embody the culinarian's dream of utilizing as many as local ingredients as possible. Being surrounded by dozens of local farms supported by a committed community is one of the best feelings one can have."*
> *– Patrick Blackman, Culinary Program Liaison*

CAREERS ON CAREER COACH

Restaurant and culinary-related jobs are expected to grow at an average rate of 10 percent per year, according to the Bureau of Labor Statistics. And in the Finger Lakes Region, hospitality and food-related employment is among the strongest sectors of the regional economy, with a large need for professional, highly trained workers. Also, as interest in healthy eating increases, so do the number of jobs in natural food preparation.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Chefs and Head Cooks**
- **Cooks, Institution and Cafeteria**
- **Food Service Managers**
- **Restaurant Cooks**
- **First-Line Supervisors of Food Preparation**
- **Cooks, Private Household**
- **Food Preparation Workers**
- **Combined Food Preparation and Serving Workers**

Explore more career options: A.A.S.

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Auxiliary Services Corporation of SUNY Cortland

PROGRAM CHAIR

SUSAN STAFFORD

Professor, Hotel and Restaurant Management

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management, Culinary Arts, and Wine Marketing Degree Programs. She was also instrumental in the development of the farm to bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

Read more

TRANSFER OPTIONS

Graduates may continue their education via transfer to a four-year college or university. Transfer institutions include:

- Paul Smith's College
- Johnson & Wales
- SUNY College at Plattsburgh
- SUNY Delhi
- The Culinary Institute of America

HIGHLIGHTED COURSES

CULI101 - Food Service and Preparation I
HRMG100 - Introduction to the Hospitality Industry
ENVS110 - Food Systems Seminar: Introduction to the U.S. Food
CULI160 - Back-of-House Kitchen Practicum
HRMG107 - Safe Alcohol Handling
CULI205 - Garde-Manger & Catering Kitchen

Edible Finger Lakes
Finger Lakes Culinary Bounty
Ithaca Farm to Fork
National RestaurantAssociation

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

SUNY The State University of New York

System

BIOL114 - Essentials of Nutrition

HRMG105 - Food Sanitation and Safety

HRMG206 - Food and Labor Cost Control

CULI270 - Restaurant Operations & Front-of-House Practicum

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

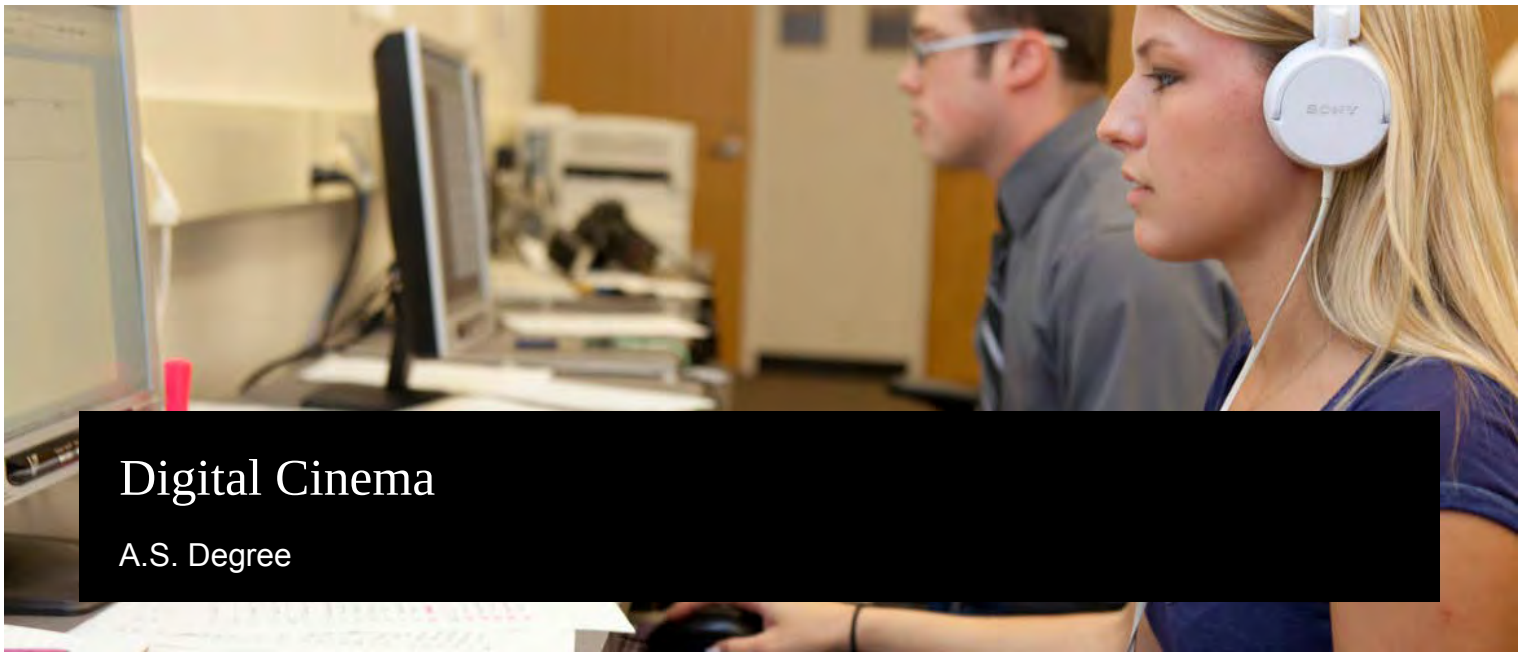
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Digital Cinema

A.S. Degree

DIGITAL CINEMA

The A.S. Digital Cinema degree program is a transfer program that focuses on student learning in the aesthetics of cinema and technical proficiency for digital filmmaking in the motion picture and video industries. The program is designed to prepare students for transfer to baccalaureate programs in related fields by exploring all avenues of the film production, writing, and animation within the motion picture industry. Students complete a common core of program courses and can focus in an area of interest such as production, screenwriting, or animation. In the capstone course, students put to use what they've learned in previous semesters to collaborate on a short form, narrative, digital film. The capstone project, along with individual student projects created throughout the program, can be used for transfer and employment portfolios.

PROGRAM AT A GLANCE

HEGIS: 5606

A.S. : 62 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

CAREERS ON CAREER COACH

Industry jobs prospects such as computer specialists, multimedia artists and animators, film and video production crew and editors, and others skilled in digital filming, editing, and computer-generated imaging are in demand. Our program emphasizes cross-training in these areas, an understanding of transmedia approaches (photography, video, computer art, digital film, animation), and the development of artistic talent, writing ability, and technical skills. Furthermore, the program provides guidance for career and transfer exploration along with guidance in portfolio development.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Film and Video Editors**
- **Producers**
- **Talent Directors**
- **Program Directors**

Explore more career options: A.S.

PROGRAM CHAIR

CHRIS XAVER, PH.D.

Professor, Communication and Media Arts

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the

TRANSFER OPTIONS

The program is aligned with related bachelor's degree programs so you can transfer as a junior. Transfer institutions include:

- Boston University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Emerson College
- Florida State University – College of Motion Picture Arts
- SUNY College at Fredonia
- Full Sail University
- Ithaca College
- New York University
- University of North Carolina –

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER

Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Read more

Wilmington

- University of North Carolina School of the Arts (Winston-Salem)
- SUNY College at Oswego
- College at Purchase
- Syracuse University
- Temple University
- University of Texas at Austin
- USC – University of South Carolina
- UCLA

HIGHLIGHTED COURSES

COMM101 - Mass Media
COMM110 - Aesthetics/Techniques Video & Film Editing
COMM111 - Foundations of Digital Editing
COMM112 - Foundations of Motion Graphics
COMM127 - Audio Production
COMM210 - Production and Direction
ENGL200 - Screenwriting
COMM240 - Non fiction & Fiction Field Production

INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

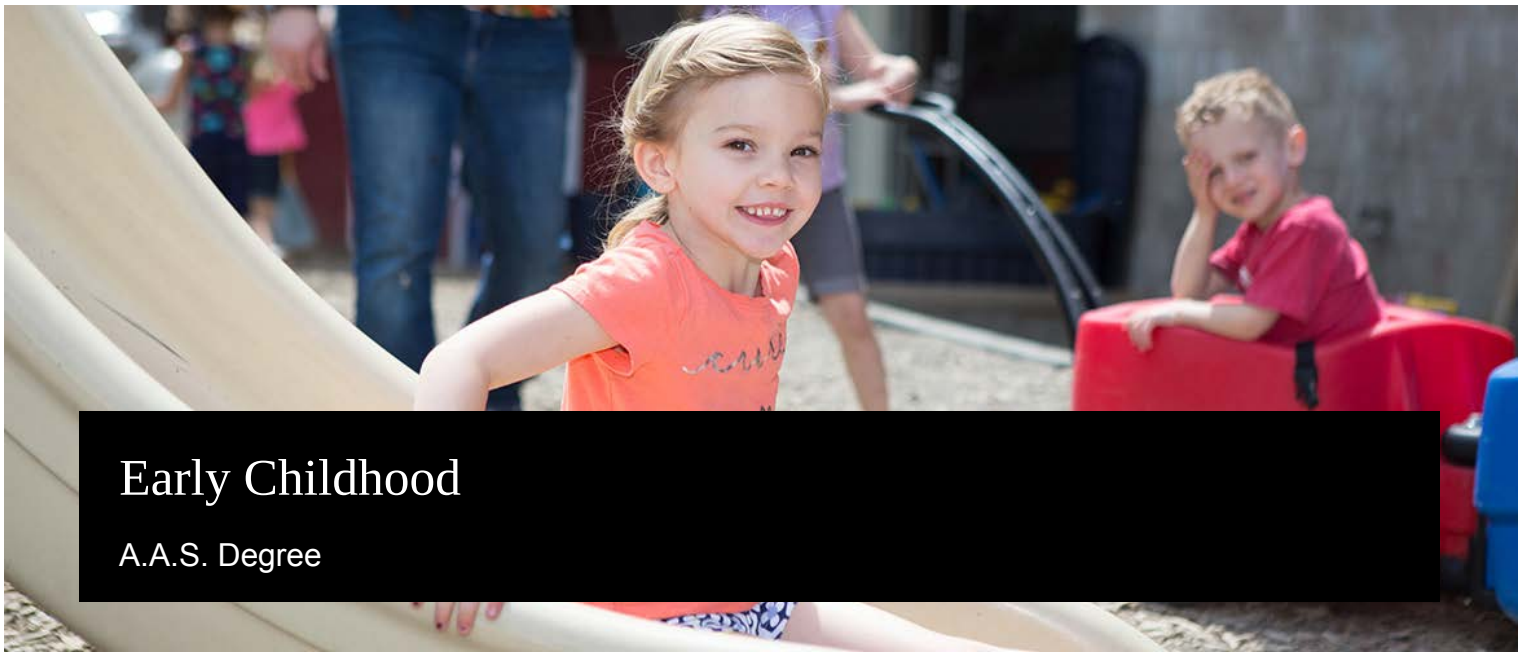
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Early Childhood

A.A.S. Degree

EARLY CHILDHOOD

Early childhood-the period from birth through age eight-is a distinct period of life that has value in itself as well as creating foundations for later years. (National Association for the Education of Young Children). According to the U.S. Department of Labor, employment of pre-school teachers is expected to grow by 19 percent from 2008-2018. Continued emphasis on the importance of early childhood education has led many states to offer full day and universal pre-school. This program provides job-related skills that are in high demand.

The early childhood degree program provides coursework and field experience to help you be a knowledgeable and competent early childhood professional. You will learn a philosophy of teaching and learning, child development, and how to design and provide experiences for children in science, social studies, literature, math, music, and art.

PROGRAM AT A GLANCE

HEGIS: 5503

A.A.S. : 61 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

The curriculum is designed to meet the needs of working early childhood professionals who need further education, and the needs of recent high school graduates who wish to pursue a career in the early childhood field.

FIELD EXPERIENCE

Extensive field experience is a vital and required piece of the early childhood degree. You will complete a minimum 112 hours of supervised field experience in a licensed or certified day care center, pre-kindergarten - 2nd grade, or nursery school. In addition, ECHD 206 requires a minimum 45 hours of supervised field experience.

CAREERS ON CAREER COACH

The early childhood degree program provides in-demand skills. Graduates of this program are trained for positions as teachers at a child care center or nursery school, family child care providers, family workers, and teacher's assistants in special education, elementary school, or Head Start.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Preschool Teachers**
- **Kindergarten Teachers**
- **Elementary School Teachers**

Explore more career options: A.A.S.

PROGRAM CHAIR

TRANSFER OPTIONS

Among transfer options are programs offered at:

- SUNY College at Cortland
- Elmira College
- Ithaca College

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Greater Ithaca Activities Center - City of Ithaca

Ithaca Community Childcare Center

ANNA REGULA

Associate Professor, Reading

Read more

- SUNY New Paltz
- Keuka College
- Roberts Wesleyan College

HIGHLIGHTED COURSES

ECHD110 - Children and the Arts

ECHD125 - Introduction to Early Childhood Education

ECHD225 - Early Childhood Curriculum Development

ECHD206 - Infant/Toddler Environment & Curriculum

PSYC205 - Developmental Psychology: The Child

SOCI201 - Sociology of the Family

ECHD240 - Techniques for Observing & Recording Young Childrens Development

ECHD242 - Guided Field Work - Early Childhood Education

YWCA (Cortland)

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers

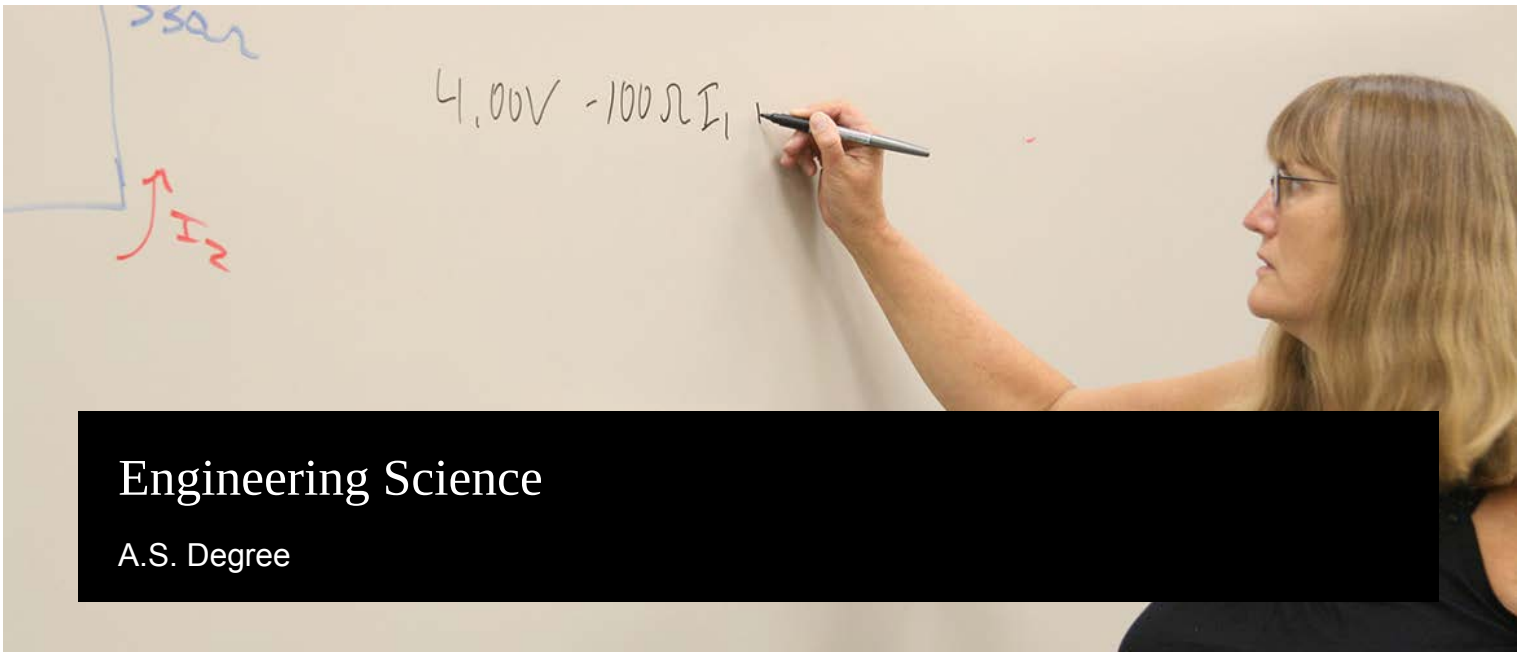
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Engineering Science

A.S. Degree

ENGINEERING SCIENCE

Engineering is a challenging and rewarding profession. It's a source of expertise for research, design, development, and production, providing the foundation of our technological society. Engineers consistently command the highest starting salaries of all bachelor's degree graduates.

Our engineering science program is designed for transfer into the junior class at a four-year college or university. This rigorous program emphasizes mathematics and basic sciences. After earning an associate degree at Tompkins Cortland Community College you can major in chemical engineering, civil engineering, electrical engineering, or mechanical engineering. You may also continue your studies in aeronautical, agricultural, environmental, geological, industrial, and petroleum engineering, or bioengineering.

PROGRAM AT A GLANCE

HEGIS: 5609

A.S. : 66 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

CAREERS ON CAREER COACH

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the engineering science field.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Mechanical Engineers**
- **Civil Engineers**
- **Energy Engineers**
- **Electrical Engineers**
- **Industrial Safety and Health Engineers**
- **Industrial Engineers**
- **Validation Engineers**

Explore more career options: A.S.

PROGRAM CHAIR

JANET SWINNICH

Professor, Physics

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at Tompkins Cortland since August of 1983.

TRANSFER OPTIONS

The program is compatible with a number of New York state engineering schools; recent graduates have transferred to:

- Binghamton University
- Buffalo State College
- Clarkson University
- Cornell University
- SUNY College of Environmental Science and Forestry
- Rochester Institute of Technology
- SUNY Polytechnic Institute
- Johns Hopkins University
- University of Illinois

This program conforms to the guidelines of the New York State

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

Read more

Two-Year and Four-Year Curriculum Study Committee's Recommendations for Engineering Science Transfer Programs. For specific transfer information, contact the Counseling, Career, and Transfer Services office. You can complete this rigorous program in two years if you have four years of high school mathematics and a year each of high school chemistry and physics. Students who lack this background will require more than two years to finish the program.

HIGHLIGHTED COURSES

ENSC137 - Introduction to Engineering
CHEM107 - General Chemistry
CSCI160 - Computer Science I
MATH201 - Calculus I
PHSC211 - Physics I (Mechanics & Heat)
ENSC204 - Mechanics of Materials
ENSC209 - Engineering Mechanics: Statics
ENSC203 - Electrical Science
ENSC212 - Dynamics

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

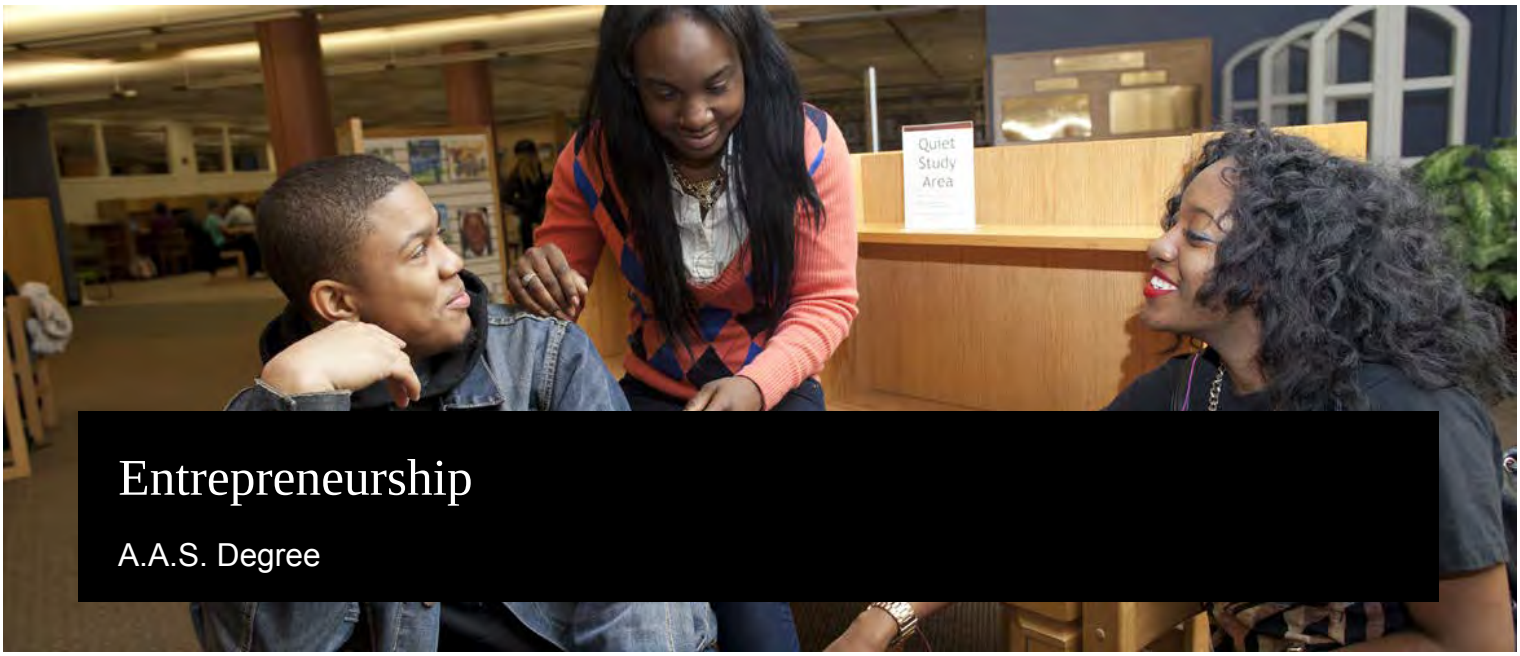
Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues



Entrepreneurship

A.A.S. Degree

ENTREPRENEURSHIP

Entrepreneurship is the lifeblood of our market economy. Current estimates are that 80% of new jobs are created by small businesses. This program is designed to provide graduates with the information and skills they will need to create, start and manage their own businesses. This degree will assist students intending to establish their own businesses in a variety of fields such as retail, wholesale, construction, manufacturing, consulting and the entire service industry.

CAREERS ON CAREER COACH

Self-employment is not the only option for our graduates. This degree will provide a thorough overview of business which will be necessary for success in a wide variety of industries in the business world.

PROGRAM AT A GLANCE

HEGIS:	5004
A.A.S. :	62 credits, 80% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Meeting, Convention, and Event Planners**
- **Butchers and Meat Cutters**
- **Veterinarians**
- **Tool and Die Makers**
- **Coaches and Scouts**
- **Childcare Workers**

Explore more career options: A.A.S.

PROGRAM CHAIR

TIM MCCABE

Professor, Economics/Business

Read more

TRANSFER OPTIONS

Although the Entrepreneurship A.A.S. degree is not primarily designed for transfer, graduates do have the opportunity to continue their education at four year colleges and universities. Past graduates seeking transfer have successfully continued their studies at Wells College and at Boston University.

HIGHLIGHTED COURSES

BUAD103 - Entrepreneurship I
BUAD108 - Sales and Sales Management
BUAD201 - Business Law I
BUAD204 - Principles of Marketing
BUAD207 - Entrepreneurship II
BUAD208 - Principles of Management
BUAD212 - Quality Customer Service
BUAD264 - Entrepreneurial Internship

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland

Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–
1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

Environmental Studies

A.S. Degree

ENVIRONMENTAL STUDIES

Environmental issues are among the most urgent facing our society. These issues have broad implications for economics, politics, business, and social welfare. Our ability to affect the environment causes changes in the quality of life of people around the world and threatens the existence of many species.

The environmental studies degree is a liberal arts program that provides you with a broad background in science, math, social sciences, and the humanities. You will develop the ability to understand concepts related to the environment and our effect on it, and to solve practical problems and find better ways of meeting complex environmental issues. The environmental studies degree is designed to prepare you for transfer to a related bachelor's degree program.

PROGRAM AT A GLANCE

HEGIS: 5499

A.S. : 61 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

FIELD WORK

Field work is an integral part of this program. You may choose between studying at local or off-campus sites. Locally, the Tompkins Cortland Community College campus is situated in a geologically interesting mixed hardwood ecosystem. Within a short driving distance, you can study lakes, bogs, streams, and a variety of terrestrial systems. You may participate in the ongoing development of the nature study area on campus, visit important environmental areas maintained by Cornell University, or take advantage of courses offered in Costa Rica and the Adirondacks.

CAREERS ON CAREER COACH

A degree in environmental studies prepares you for careers in environmental law, resource management, teaching, conservation, park management, environmental risk assessment, hazardous materials management, and for work as an environmental specialist, consultant, or policy analyst with government agencies and other organizations.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Environmental Scientists and Specialists**
- **Animal Scientists**
- **Biological Science Teachers**
- **Microbiologists**
- **Energy Auditors**
- **Solar Energy Installation Managers**
- **Environmental Compliance Inspectors**
- **City and Regional Planning Aides**

Explore more career options: A.S.

PROGRAM CHAIR

KELLY WESSELL,

TRANSFER OPTIONS

The Environmental studies degree provides a foundation for transfer to a bachelor's degree program through general education, science, and environmental studies

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Sustainable Tompkins

Tompkins County Soil and Water Conservation District

PH.D.

Professor, Biology

Kelly received his Ph.D. in aquatic entomology from Michigan State University. His research interests include bioassassment of large river ecosystems and non-point source pollution of streams, but his passion is teaching. Kelly is the Environmental Studies Chairperson and regularly teaches ecology, evolution, and biodiversity courses for science majors and non-majors.

Read more

courses. Students may transfer to related bachelor's degree programs at many four-year institutions including:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College of Environmental Science and Forestry
- Ithaca College
- University of Delaware
- University of New England

HIGHLIGHTED COURSES

ENVS101 - Introduction to Environmental Science
BIOL104 - General Biology I
ENVS102 - Technology and the Environment
BIOL105 - General Biology II
BIOL211 - Ecology
CHEM107 - General Chemistry I
ENVS105 - Environmental Ethics
ENVS295 - Global Seminar
MATH200 - Statistics
CHEM108 - General Chemistry II

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

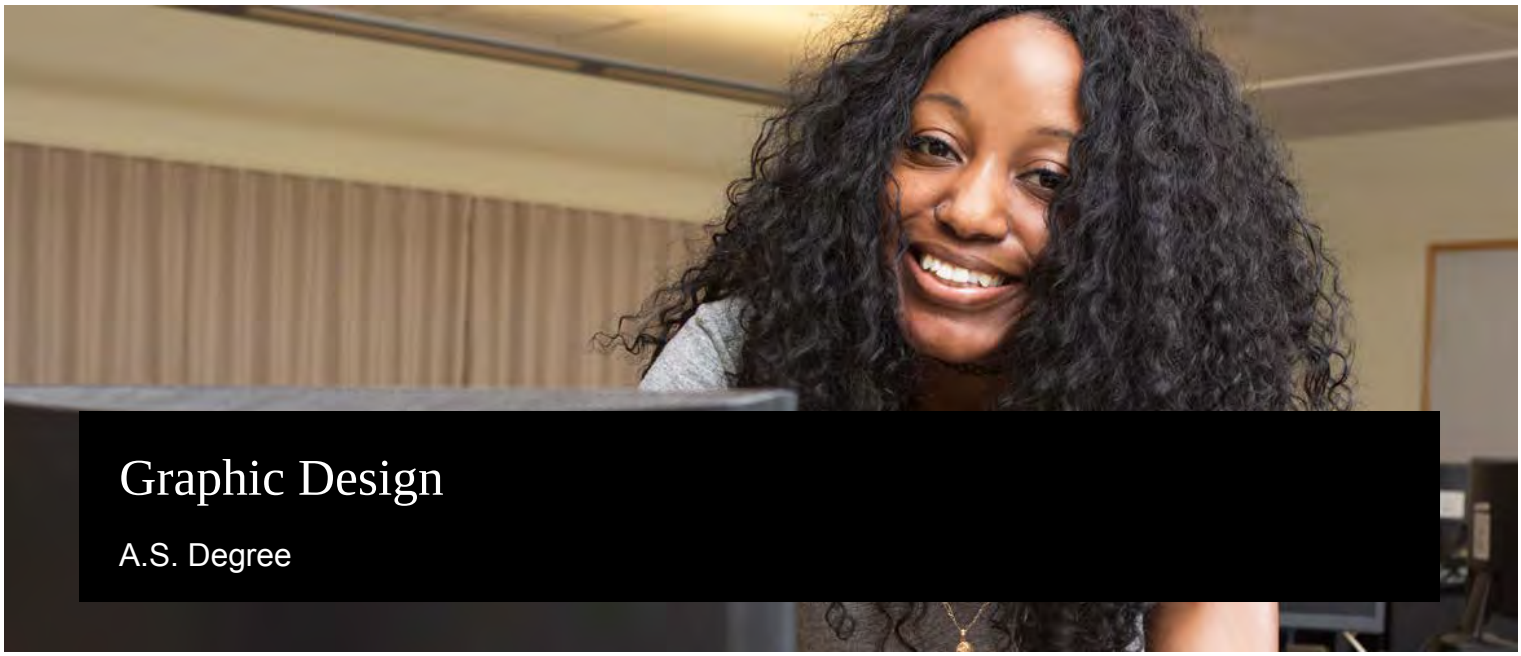
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Graphic Design

A.S. Degree

GRAPHIC DESIGN

Visual appearance can create instant perceptions about people, organizations, and products. Those perceptions, valid or not, often affect your behavior toward people, organizations, and products. Graphic designers are artists charged with creating visual images, be it a corporate logo, a company web site, a College catalog, or a candy's colorful wrapper.

The field changes daily with the expanding use of computers in design, giving graphic artists an exciting array of challenges. According to the U.S. Department of Labor, "employment of graphic designers is expected to grow 13 percent from 2008-2018, as demand for graphic design continues to increase from advertisers and computer design firms."

Our program responds to technological demands and realities. You will be

PROGRAM AT A GLANCE

HEGIS: 5499

A.S. : 61 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

exposed to a variety of courses in design and computers. Students are also encouraged to submit writing and art work to the Kelab Art and Literary Journal, a collaborative effort of the Creative Writing, Graphic Design, Photography and New Media programs along with the Writers' Guild.

CAREERS ON CAREER COACH

The A.S. degree prepares you for a career in a design studio, creative agency, or an organization's communications office. Responsibilities include creating visual materials such as brochures, magazines, advertisements, and electronic publications. Some of the firms that have hired graphic design graduates include Cornell University, Industrial Color Labs, Marietta Corporation, Metrodesign Associates, Porous Materials, Inc., Sciencenter, Ithaca, NY, The Thomas Group, and Vision Art Photo.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Multimedia Artists and Animators**
- **Graphic Designers**
- **Photographers**
- **Art Directors**
- **Set and Exhibit Designers**
- **Art, Drama, and Music Teachers**
- **Interior Designers**
- **Commercial and Industrial Designers**

Explore more career options: A.S.

PROGRAM CHAIR

CHRISTINE SHANKS

Assistant Professor, Graphic Design

I am an image maker, designer,

TRANSFER OPTIONS

Graduates have transferred to many four-year colleges and universities including:

- Binghamton University
- SUNY College at Cortland
- East Stroudsburg University
- Fashion Institute of Technology
- Hartwick College

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

and educator. I feel at home on the computer and working by hand in the studio. I have experience in fine art and commercial work. Some of my specialties are design (web, interactive, and print), motion graphics, printmaking (utilizing both traditional and digital processes), and photography (alternative processes, digital, and film).

Read more

- Ithaca College
- SUNY New Paltz
- SUNY College at Oswego
- Pratt Institute
- Rochester Institute of Technology
- The College of St. Rose
- Syracuse University

HIGHLIGHTED COURSES

ART109 - Graphic Design
ART110 - Design I
ART120 - Drawing I
ART114 - Design II
ART180 - Typography
ART101 - History and Appreciation of Art I
ART260 - Portfolio Preparation-Graphic Design
ART270 - Computer Graphics I
ART271 - Computer Graphics II

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Hotel and Restaurant Management

A.A.S. Degree

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

HOTEL AND RESTAURANT MANAGEMENT

Demand continues for well-trained managers in the hospitality field. Intense growth is expected to continue in this fast-paced people industry. In the past five years the region has welcomed eight new hotels. Additionally, construction for new lodging, dining, and entertainment establishments is taking place now. Interesting food and beverage operations have always been a hallmark of the Ithaca and Finger Lakes area, while institutional food and environmental service operations provide stable careers with the region's colleges and health services industries.

The hotel and restaurant management degree prepares students for supervisory positions in hotels, restaurants, and other hospitality-related organizations. The degree also benefits from the College's innovative Farm

PROGRAM AT A GLANCE

HEGIS: 5010

A.A.S. : 62 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

to Bistro concept – the College will operate an organic farm adjacent to campus and provide produce to the College's downtown Ithaca restaurant and culinary center, Coltivare. Tompkins Cortland Community College is proud to have alumni and students in many hospitality operations locally, regionally, nationally and internationally. Over its 35-year history, the program has trained some of the area's best entrepreneurs and managers. Some successful alumni are in management positions with The Waldorf-Astoria, Hyatt, Darden Restaurants, and The Cherokee Country Club of Atlanta (one of the premier private clubs in the U.S). The program includes an internship for on-the-job training at hotels, convention and visitors bureaus, restaurants, wineries, meeting planners, and institutional dining operations.

Course requirements for a degree in hotel and restaurant management may be completed in class or online. Program faculty offer a variety of in class, experiential field study, and online coursework to assure participants of solid general education. There are also opportunities for study abroad. In addition, short courses including proctored exam for certification in Food Safety and Alcohol service from the National Restaurant Association known as SERVSAFE, round out the completion of the degree program. Individuals who are seeking these credentials are welcome to register for these classes.

> *"At Tompkins Cortland Community College, our students are a part of that entire food system. The earth is cultivated on our own organic teaching farm, and at Coltivare, we cultivate the potential and talents of our hospitality students as we cultivate friendships*

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Coltivare

Delmonte Hotel Group

> *among our community and our guests. What could be better?" – Sue Stafford, Program Chair of Hotel and Restaurant Management, Culinary Arts, and Wine Marketing*

CAREERS ON CAREER COACH

The hotel and restaurant management program prepares students as management generalists ready for hospitality positions at the management-trainee and mid-management levels. Positions include Food Service Managers, Lodging Managers, Meeting, Convention, and Event Planners, Chefs and Head Cooks, Gaming Services Workers, Customer Service Representative.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Sales Managers**
- **Hotel, Motel, and Resort Desk Clerks**
- **Food Batchmakers**
- **Amusement and Recreation Attendants**
- **Tour Guides and Escorts**
- **Marketing Managers**
- **Travel Agents**
- **General and Operations Managers**

Explore more career options: A.A.S.

PROGRAM CHAIR

SUSAN STAFFORD

Professor, Hotel and Restaurant Management

Sue Stafford brings 30 years of experience in the hospitality

TRANSFER OPTIONS

Although the A.A.S. degree curriculum is intended as a career-seeking program, graduates have successfully transferred to obtain a bachelor's degree. Specifically, Niagara University and Florida International have welcomed many of our Hotel and Restaurant students, where an agreement and solid transfer relationship exists. Students have also transferred to Morrisville State College,

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

industry to her position in the classroom as chair of the Hotel and Restaurant Management, Culinary Arts, and Wine Marketing Degree Programs. She was also instrumental in the development of the farm to bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

Read more

University of Nevada Las Vegas, Rochester Institute of Technology, and University of Central Florida. Students may pursue a bachelor's of science degree from Delhi College of Technology/SUNY on the Tompkins Cortland Community College campus.

HIGHLIGHTED COURSES

HRMG100 - Introduction to the Hospitality Industry
HRMG105 - Food Sanitation and Safety
PSED213 - Job Search
HRMG213 - Hospitality Internship
HRMG103 - Rooms Division Management
HRMG107 - Safe Alcohol Handling
HRMG201 - Hospitality Law
HRMG205 - Hospitality Marketing
HRMG206 - Food and Labor Cost Control

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

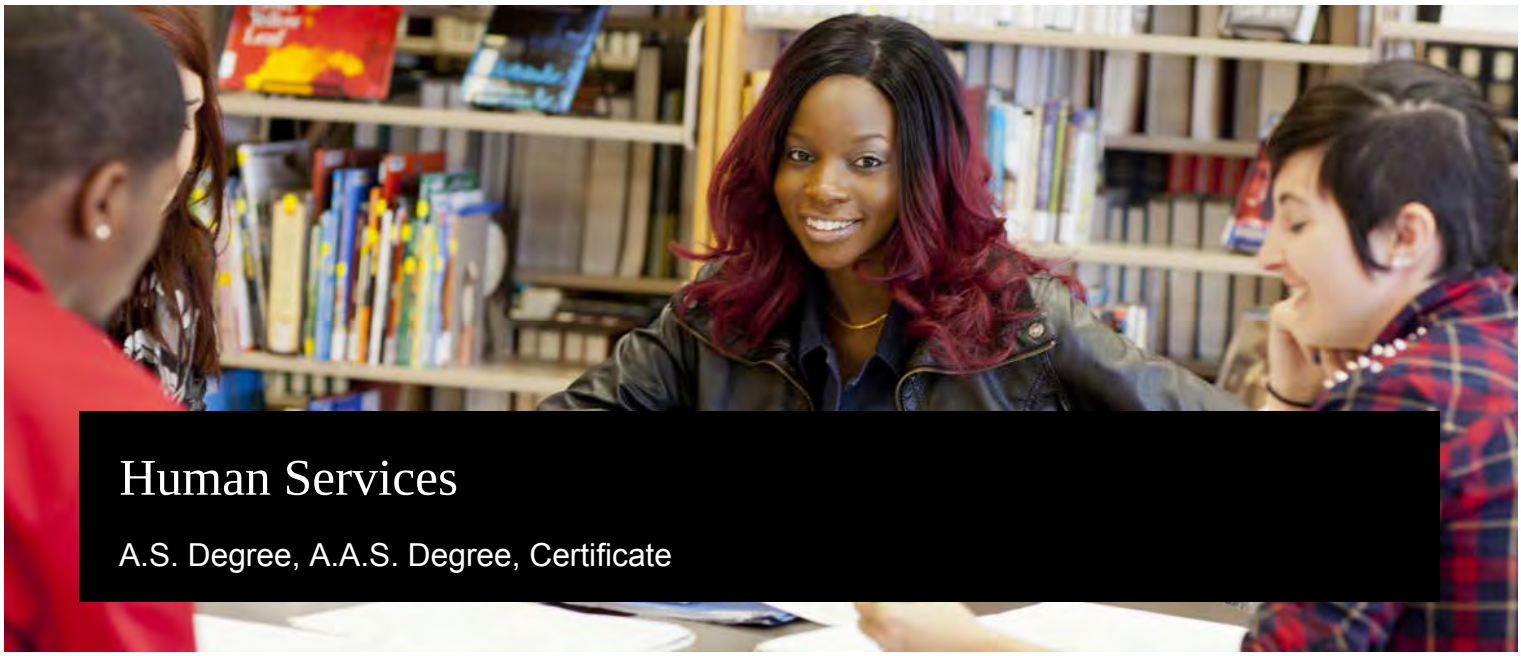
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Human Services

A.S. Degree, A.A.S. Degree, Certificate

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

HUMAN SERVICES

Helping people to help themselves is the common thread in Human Services, and the field is diverse and extensive. You may work in education, child care, social services, mental health, home health, or recreation. According to the U.S. Department of Labor, "The number of social and human service assistants is expected to grow by nearly 23 percent between 2008-2018, which is much faster than the average for all occupations. This is due in large part to the aging population and increased demand for mental health and substance abuse treatment."

Field Experience

As part of your four-credit internship you will work in a human service agency. This field work course enables you to work for a minimum of 135 hours in direct care helping people to help themselves

PROGRAM AT A GLANCE

HEGIS:	5501
A.A.S. :	61 credits, 50% online
A.S. :	61 credits
Certificate :	*Human Services* 30 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

CAREERS ON CAREER COACH

Our graduates work as teachers in child development programs, child care workers in group homes, caregivers, examiners in social service agencies, recreation specialists in geriatric settings, and caregivers in centers for children who are developmentally disabled, among other positions. Recent graduates have been employed by Catholic Charities, Cortland County Community Action Program, Cortland Migrant Outreach Program, Family and Children's Services of Ithaca, Franziska Racker Centers, Mental Health Association, Tompkins County, J.M. Murray Center, Tioga Opportunities, Inc., Tompkins Community Action/Headstart, Tompkins County Youth Advocate Program, Inc.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Teacher Assistants**
- **Psychiatric Aides**
- **Insurance Policy Processing Clerks**
- **Child, Family, and School Social Workers**
- **Personal Care Aides**
- **Mental Health Counselors**
- **Rehabilitation Counselors**
- **Social and Human Service Assistants**

Explore more career options: A.A.S. | Human Services Certificate

PROGRAM CHAIR

JOSEPH L. SMITH, PH.D., LCSW-R, CASAC

TRANSFER OPTIONS

Recent transfer institutions include:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- SUNY College at Cortland
- Elmira College
- Empire State College
- SUNY College at Fredonia
- Hunter College, City University of New York

Estimated Cost

Financial Aid

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Professor, Chemical Dependency Counseling

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor.

Read more

- Ithaca College
- Keuka College
- Syracuse University
- Wells College

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in each degree or certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each degree or certificate.

HUMS105 - Introduction to Humans Services
PSYC103 - Introduction to Psychology
SOCI101 - Introduction to Sociology
HUMS200 - Generalist Social Work Practice Skills
HUMS229 - Applied Methods in Human Services
PSYC263 - Development Across the Lifespan
HUMS232 - Human Service Internship & Seminar

Access to Independence of Cortland County, Inc.
Catholic Charities
Catholic Charities of Tompkins/Tioga
Unity House
YWCA (Cortland)
Greater Ithaca Activities Center - City of Ithaca

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

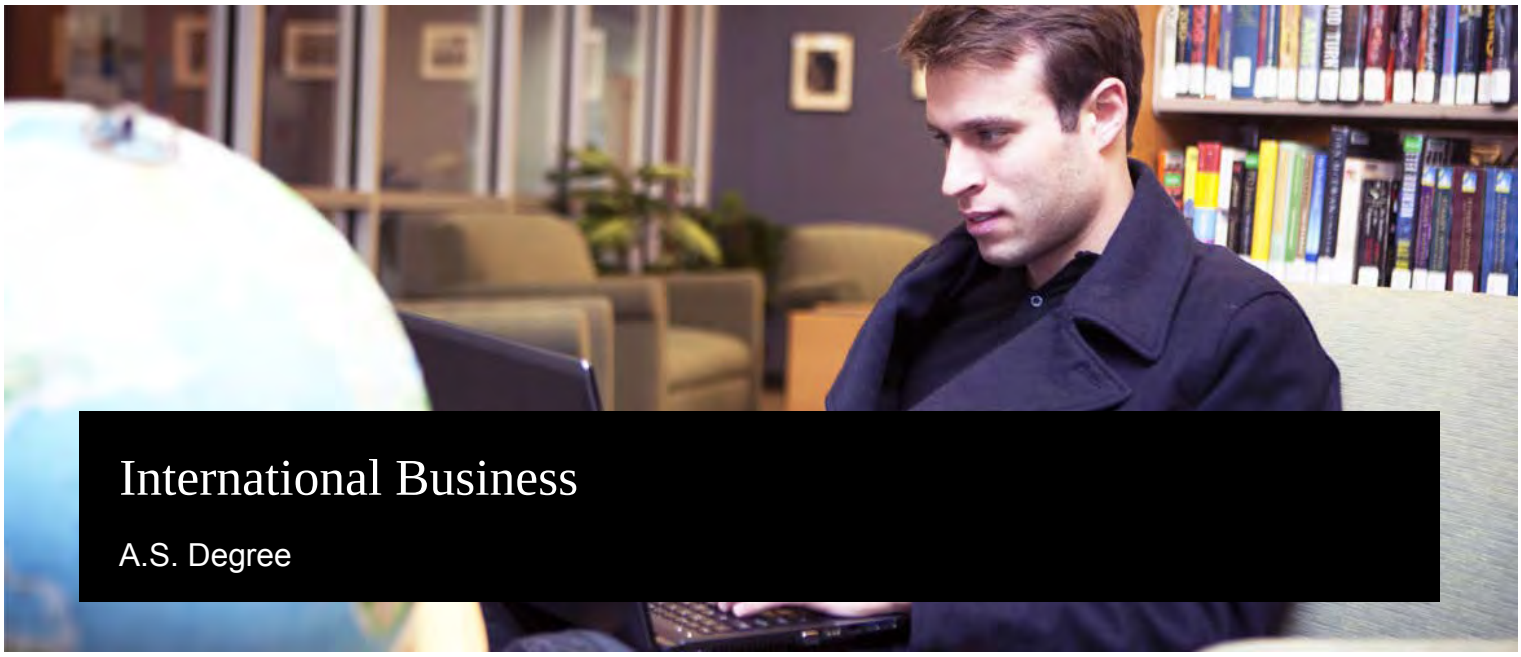
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



International Business

A.S. Degree

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

INTERNATIONAL BUSINESS

As American businesses operate in an increasingly complex and competitive global economy, demand increases for graduates who are knowledgeable in the field of international business. Our international business degree program objectives are to help you understand the importance of international business to the U.S. economy, the differences in the economic systems that exist in the global economy, the economic, cultural, and business complexities of international marketing and sales, and the principles and requirements of exporting.

Designed to provide a strong academic background for transfer to a four-year college or university, this program combines specialized courses in international business with courses in the humanities, social sciences, science, mathematics, and traditional business courses.

PROGRAM AT A GLANCE

HEGIS: 5001

A.S. : 62 credits, 80% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

CAREERS ON CAREER COACH

Although the program is designed as a transfer program, students may pursue employment in the field upon completion of the degree. Potential employment opportunities would include entry-level positions with firms that conduct business in the global marketplace.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Business Teachers**
- **General and Operations Managers**
- **Chief Executives**
- **Economists**

Explore more career options: A.S.

PROGRAM CHAIR

KEVIN HAVERLOCK

Professor, Business

Read more

TRANSFER OPTIONS

The international business degree program is primarily for graduates planning to transfer to a four-year institution. Transfer options include programs at:

- SUNY College at Cortland
- Ithaca College
- SUNY College at Plattsburgh
- SUNY College at Brockport
- SUNY New Paltz
- SUNY College at Oswego

HIGHLIGHTED COURSES

BUAD111 - International Business

ECON120 - Principles of Microeconomics

GEOG120 - World Regional Geography

BUAD203 - Business Communications

BUAD217 - Fundamentals of Exporting

ECON121 - Principles of

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

BUAD201 - Business Law I

Macroeconomics

BUAD215 - International Marketing

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

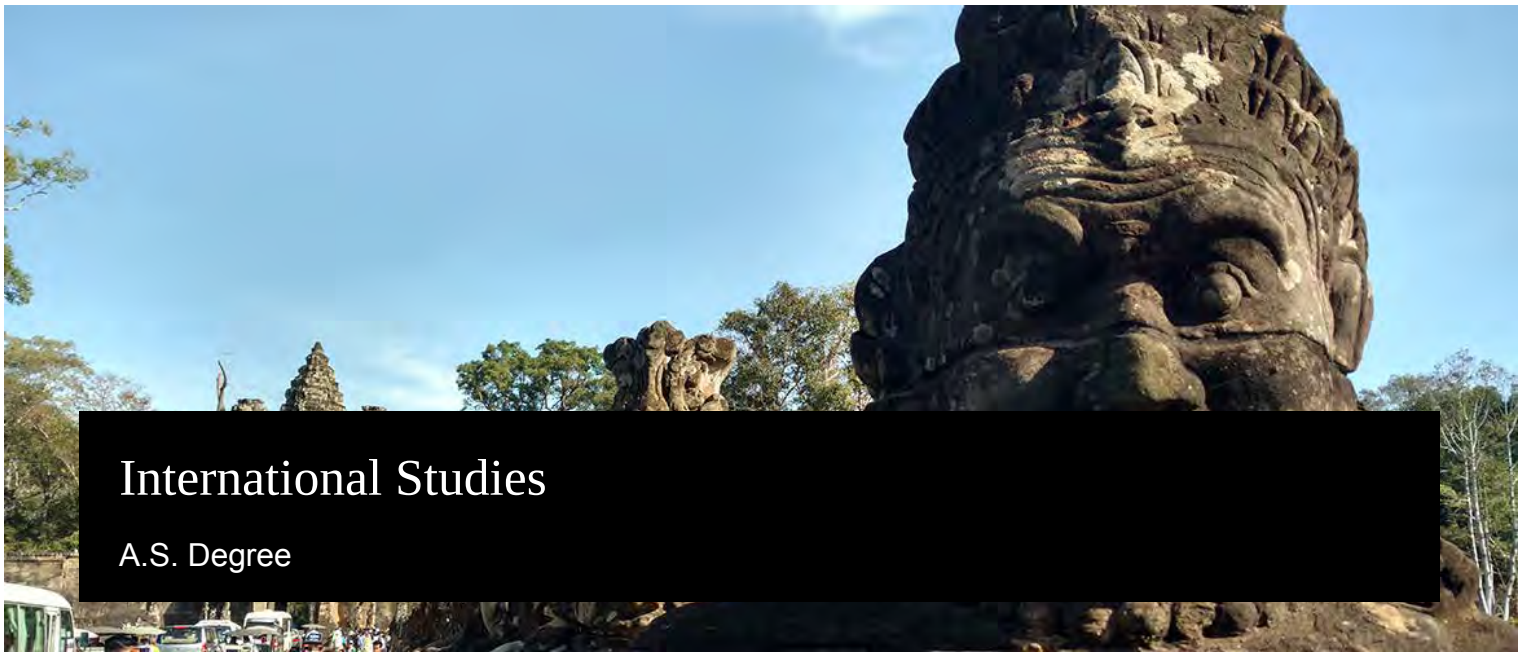
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



International Studies

A.S. Degree

INTERNATIONAL STUDIES

Explore your role in the world's interconnected cultures and nations. The College's international studies program provides a strong foundation in cultural, historical, political, and economic perspectives, preparing students for work and transfer.

STUDY ABROAD FOR FIRST-PERSON LEARNING

All students in the program will immerse themselves fully in a culture via a study abroad course of their choice led by expert faculty. Recent trips have included Colombia, Ecuador, Ireland, Guatemala, Italy, Nicaragua, and Spain.

Note: Some funding and financial aid may be available for study abroad

PROGRAM AT A GLANCE

A.S. : 60 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

courses. Alternative domestic cultural immersion options will be provided for those students unable to travel internationally.

Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

CAREERS ON CAREER COACH

Most careers require a bachelor's degree, and opportunities include international aid and relief work, NGOs (non-governmental organizations), sustainable community development, international public policy, U.N. agencies, international business, and peace and mediation work.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Social and Community Service Managers**
- **Investment Fund Managers**
- **Area, Ethnic, and Cultural Studies Teachers**
- **Compliance Managers**
- **Training and Development Specialists**
- **Social and Human Service Assistants**
- **Regulatory Affairs Managers**
- **Security Managers**

Explore more career options: A.S.

PROGRAM CHAIR

TINA STAVENHAGEN-HELGREN

Professor, Anthropology

TRANSFER OPTIONS

Transfer opportunities exist for graduates of the program to transfer with full junior status placement at SUNY Cortland, SUNY Oswego, Wells College, and Ithaca College. Tompkins Cortland Community College students also frequently transfer to schools such

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods.

Read more

as Cornell University, Rochester Institute of Technology, Binghamton University, SUNY New Paltz, SUNY Delhi, Keuka College, and more.

HIGHLIGHTED COURSES

SOCI101 - Introduction to Sociology
HSTY111 - World History Since 1500
GEOG120 - World Regional Geography
CHIN101 - Foreign Language Sequence (choose any language)
CHIN102 - Foreign Language Sequence (choose any language)
ANTH202 - Cultural Anthropology
ANTH220 - Development Anthropology in a Globalizing World
POSC225 - Comparative Politics
ANTH260 - Study Abroad Experience (choose one)

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Liberal Arts and Sciences: General Studies

A.S. Degree, Certificate

LIBERAL ARTS AND SCIENCES: GENERAL STUDIES

This program is designed for students who intend to pursue a bachelor's degree, but are unsure about their career and transfer plans. As such, the program aims to develop students' college-level communication and critical-thinking skills, present a broad understanding of the liberal arts and sciences to heighten global awareness, provide opportunities for the student to develop creative capacities, and to allow for the exploration of education and career options.

CAREERS ON CAREER COACH

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

PROGRAM AT A GLANCE

HEGIS:	5649
A.S. :	60 credits, 80% online
Certificate :	*General Studies* 30 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid

- **Speech-Language Pathologists**
- **Librarians**
- **Special Education Teachers**
- **Interior Designers**
- **Special Education Teachers**
- **Musicians**

Explore more career options: A.S. | Liberal Arts and Sciences: General Studies Certificate

PROGRAM CHAIR

JEANNE CAMERON, PH.D.

Professor, Sociology

Jeanne Cameron received her Ph.D. in Sociology from Binghamton University. She teaches Introduction to Sociology, Self and World, Foundations of Education, HBO's *The Wire,* the Social Science Capstone Seminar, Race and Ethnicity, and Creative Nonfiction.

Read more

TRANSFER OPTIONS

Recent transfer institutions include:

- University at Albany
- Buffalo State College
- Alfred University
- Arnot-Ogden Medical Center, School of Radiologic Technology
- Binghamton University
- Canisius College
- SUNY College at Canton
- Cazenovia College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Fredonia
- Hobart and William Smith Colleges
- Ithaca College
- Mansfield University
- SUNY College at Cobleskill
- SUNY College at Geneseo
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- Portland State University
- Syracuse University
- University of Utah

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Wells College
- Western Kentucky University

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

ENGL201 - Fundamentals of Speech OR Interpersonal Communication
HSTY101 - SUNY GEN ED History Elective
ENGL102 - Approaches to Literature
MATH120 - SUNY GEN ED Math Elective
ENVS101 - SUNY GEN ED Natural Sci Lab Elective
PSYC103 - Intro to Psychology OR Sociology
ANTH202 - SUNY GEN ED Other World Civ Elective
PHIL101 - SUNY GEN ED Liberal Arts Elective

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Liberal Arts and Sciences: Humanities

A.A. Degree

LIBERAL ARTS AND SCIENCES: HUMANITIES

The liberal arts and sciences - humanities degree encourages you to explore a variety of disciplines including art, music, philosophy, literature, history, and foreign languages. Courses in these disciplines provide a strong foundation for further study and future employment.

CAREERS ON CAREER COACH

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to some positions in the humanities field.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

PROGRAM AT A GLANCE

HEGIS: 5649

A.A. : 60 credits, 80% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

- **Secondary School Teachers**
- **English Language and Literature Teachers**

Explore more career options: A.A.

PROGRAM CHAIR

SUSAN CERRETANI

Professor, English

Read more

TRANSFER OPTIONS

Recent transfer institutions include:

- Binghamton University
- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Geneseo
- SUNY College at Plattsburgh

HIGHLIGHTED COURSES

- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**
- **ZZZZ000 - Course Title**

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

American, 2016 and 2017

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland

Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

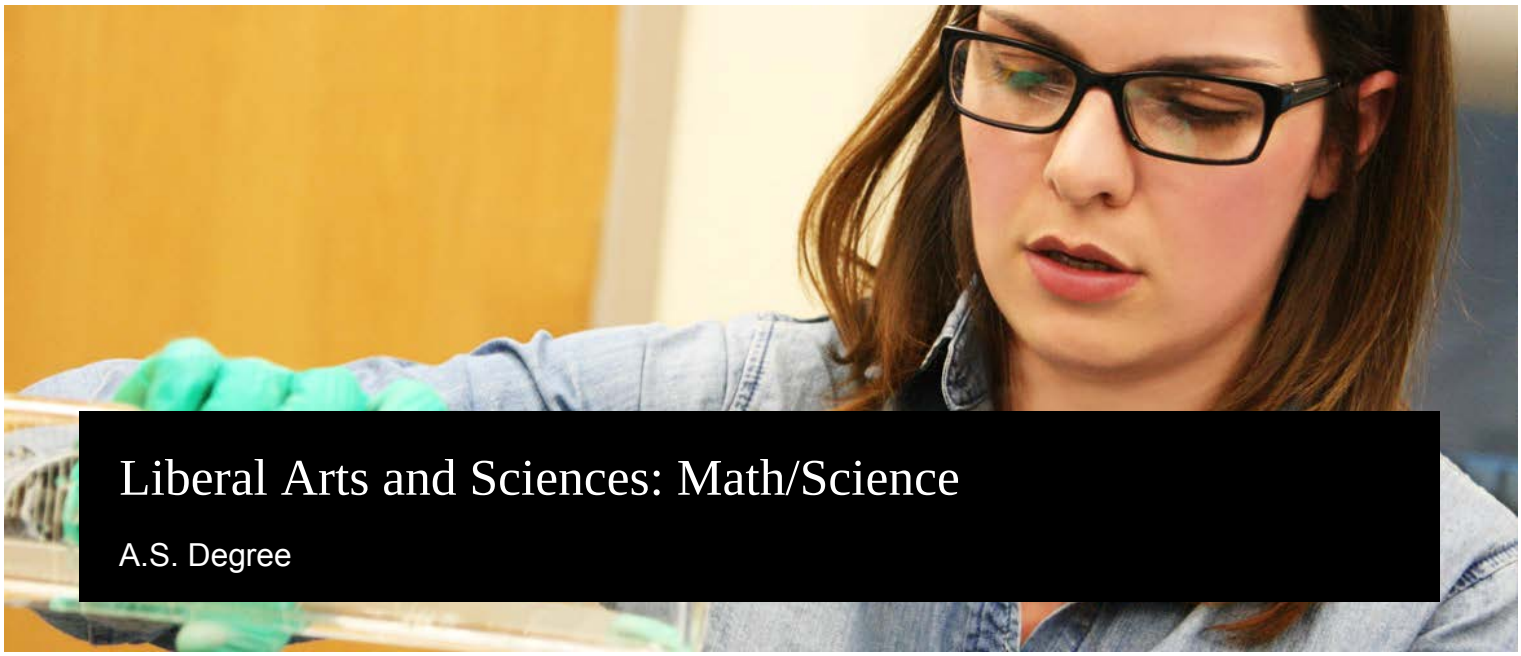
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues



Liberal Arts and Sciences: Math/Science

A.S. Degree

LIBERAL ARTS AND SCIENCES: MATH/SCIENCE

The liberal arts and sciences - math/science degree emphasizes the development of strong analytical skills and the background you need to excel in a changing technological world. A broad range of courses is available, including calculus, microbiology, human anatomy and physiology, physics, and computer programming. Recent graduates have transferred to a variety of colleges and universities and majored in Adolescence Education, Animal Science, Biochemistry, Chemistry, Computer Science, Environmental Studies, Mathematics, Nutrition Sciences, Physics, and Science Writing for the Public.

CAREERS ON CAREER COACH

While the curriculum for this program is designed primarily for transfer to a

PROGRAM AT A GLANCE

HEGIS: 5649

A.S. : 62 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

bachelor's degree program, skills learned relate directly to some positions in the math and science fields.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Neurologists**
- **Veterinarians**
- **Physician Assistants**
- **Radiologists**
- **Zoologists and Wildlife Biologists**
- **Preventive Medicine Physicians**
- **Dermatologists**
- **Physical Medicine and Rehabilitation Physicians**

Explore more career options: A.S.

NANCY PUTNAM

Professor, Mathematics

Read more

TRANSFER OPTIONS

Transfer Options

Recent transfer institutions include:

- Binghamton University
- Canisius College
- Columbia University
- Cornell University
- SUNY College at Cortland

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

- SUNY College of Environmental Science and Forestry
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Ithaca College
- Rochester Institute of Technology
- Thomas Jefferson University
- Virginia Polytechnic Institute

HIGHLIGHTED COURSES

FSS138 - Freshman Seminar - Math/Science
MATH201 - Calculus I
CAPS121 - Introduction to Spreadsheets
CSCI160 - Math, Sci, or Computer Sci Electives (two 3-credit courses)
MATH202 - Choose Two Course Pairs (from BIOL, CHEM, MATH, PHSC)
MATH203 - Choose Two Course Pairs (from BIOL, CHEM, MATH, PHSC)
PHSC211 - Choose Two Course Pairs (from BIOL, CHEM, MATH, PHSC)
PHSC212 - Choose Two Course Pairs (from BIOL, CHEM, MATH, PHSC)

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

New York

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Liberal Arts and Sciences: Social Science

A.S. Degree

LIBERAL ARTS AND SCIENCES: SOCIAL SCIENCE

The Liberal Arts and Sciences - Social Science degree emphasizes courses that focus on the theory of social interaction and human behavior. Required course work includes history, psychology, sociology, English, and a capstone course. The capstone course is thematically based and taken during the last semester of study. It provides the opportunity to complete original research in the social sciences. This program is designed for transfer to four-year programs in social science and related fields.

Students intending to transfer to a four year psychology major should work closely with their advisor to ensure that appropriate courses are selected. The psychology faculty have developed specific recommendations for the social science capstone; social science electives (based on area of interest

PROGRAM AT A GLANCE

HEGIS: 5649

A.S. : 60 credits, 80% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

in psychology); math and science courses; and unrestricted electives requirements.

CAREERS ON CAREER COACH

While the curriculum for this program is designed primarily for transfer to a bachelor's degree program, skills learned relate directly to positions in the humanities and social sciences.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Mental Health Counselors**
- **Social and Human Service Assistants**
- **School Psychologists**
- **Political Science Teachers**
- **Social and Community Service Managers**
- **Substance Abuse Social Workers**
- **Social Science Research Assistants**
- **Child, Family, and School Social Workers**

Explore more career options: A.S.

PROGRAM CHAIR

TRAVIS VANDE BERG, PH.D.

Professor, Sociology

Read more

TRANSFER OPTIONS

Recent graduates have transferred to many four-year institutions including:

- University at Albany
- Binghamton University
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Empire State College
- SUNY College at Geneseo
- Hobart and William Smith Colleges
- Hofstra University

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

- Ithaca College
- SUNY College at Oneonta
- SUNY College at Oswego
- SUNY College at Plattsburgh
- St. John's University
- Wells College

HIGHLIGHTED COURSES

SOCI101 - Introduction to Sociology
PSYC103 - Introduction to Psychology
ENGL201 - Fundamentals of Speech
ANTH202 - Cultural Anthropology
PSYC201 - Social Sciences Electives (three 3-credit courses)
MATH200 - MATH 120, 138, 200 OR 201
BIOL100 - SUNY GEN ED Lac Science Elective
SOCI290 - Social Science Capstone Course

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

Liberal Arts and Sciences: Teacher Education Transfer

A.S. Degree

LIBERAL ARTS AND SCIENCES: TEACHER EDUCATION TRANSFER

Adolescence Education (Teacher Education Transfer)
Childhood Education (Teacher Education Transfer)
Early Childhood Education (Teacher Education Transfer)

Tompkins Cortland Community College offers three degree options to prepare you for a career as a teacher. The adolescence education degree prepares you to teach seventh through 12th grade. The childhood education degree prepares you to teach first through sixth grade. The early childhood education degree prepares you to teach children from birth through second grade. All three programs are designed for transfer to a bachelor's degree program in education.

PROGRAM AT A GLANCE

HEGIS: 5608

A.S. : *Adolescence Education Area* 60 credits, 80% online

A.S. : *Childhood Education Area* 61 credits, 50% online

A.S. : *Early Childhood Education Area* 61 credits, 50% online

ATTENDING

Course work focuses on general education, teacher preparation, and a major field of study. The curriculum includes the first two years of course work to fulfill the New York State Education Department's teacher certification requirements.

CAREERS ON CAREER COACH

These programs provide the first two years of education needed to become a teacher. There is high demand for qualified teachers in all parts of the country. The demand in our region is especially acute for middle school and high school teachers in math and science.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Career/Technical Education Teachers**
- **Elementary School Teachers**

Explore more career options: A.S. Adolescence Education | A.S. Childhood Education | A.S. Early Childhood Education

PROGRAM CHAIR

ANNA REGULA

Associate Professor, Reading

Read more

TRANSFER OPTIONS

You will be prepared to transfer as a junior to most colleges and universities that are part of the State University of New York. Most of these institutions have adopted the same template of course requirements for a degree in education. That means, if you do well academically, you will be prepared to transfer with full junior status to teacher education programs at a SUNY institution. The curriculum also will transfer to most private colleges that offer degrees in education.

TOMPKINS CORTLAND

- **Admissions**
- **Degree Programs**
- **Estimated Cost**
- **Financial Aid**
- **Register for Classes**
- **Transfer Opportunities**
- **Visit Campus**

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS

ROCHELLE M. MIKE

Professor, Reading

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at Tompkins Cortland for 20 years.

Read more

These degree programs are part of the SUNY teacher education transfer initiative. The SUNY Teacher Education Transfer Template (TETT) is a State University of New York System articulation project designed to facilitate transfer between participating SUNY associate degree-granting institutions (ADGIs) and those SUNY baccalaureate campuses with teacher education programs, consistent with the initiative, A New Vision in Teacher Education.

The goal is both to eliminate course incompatibilities that can hinder student progress and to simplify advisement at all campuses involved in teacher education. The TETT project calls for a model A.A. or A.S. curriculum consisting of three components for students aspiring to earn bachelor degrees with recommendation for NYS teacher certification in childhood or early childhood education or in adolescence education:

ADDITIONAL TRANSFER OPTIONS

General Education Core

PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Greater Ithaca Activities Center - City of Ithaca (Early Childhood)

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland

Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Complete SUNY-GER plus an additional three credits of Foreign Language (33 credit hours);

Major or Concentration

At present the TETT project web site covers coursework in seven majors/concentrations - biology, chemistry, earth science, English, history/social studies, mathematics, physics (12-18 credit hours); and

Professional Component

One psychology course (Child or Adolescent) and Foundations of Education (six credit hours). When a SUNY ADGI student completes these three components within a particular sequence of coursework, s/he is assured that the represented coursework will transfer to one of the SUNY designated campuses offering baccalaureate teacher education programs. The TETT project is a SUNY System articulation initiative and therefore assures that a transferring student's coursework is accepted in whole if the student meets the criteria for admission to a parallel program at a participating SUNY baccalaureate campus. The TETT project does not guarantee admission to a particular teacher education baccalaureate program or institution.

HIGHLIGHTED COURSES

EDUC201 - Introduction to Education
EDUC295 - Foundations of Education
PSYC103 - Introduction to Psychology
SOCI101 - Introduction to Sociology
BIOL125 - Biology and Earth Science for Teachers
MATH113 - Math for Elementary School Teachers I
MATH115 - Math for Elementary Teachers II
PSYC205 - Developmental Psychology: The Child

170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Liberal Arts and Sciences: Women and Gender Studies

A.S. Degree

EXPLORE THIS PROGRAM | DEGREE REQUIREMENTS

LIBERAL ARTS AND SCIENCES: WOMEN AND GENDER STUDIES

Women and Gender Studies is an exciting program that analyzes how the social construction of gender shapes the lives of women and men. It is an interdisciplinary program that examines historical and contemporary issues through the lens of gender, while emphasizing race/ethnicity, class, and sexual identity as categories of analysis. Gendered perceptions of women and men in media, arts and sciences, health fields, and literature are examined. Internships designed to provide students with first-hand experience in public and private agencies and organizations are available.

CAREERS ON CAREER COACH

While most Women and Gender Studies graduates continue to further their education upon leaving Tompkins Cortland Community College, there are a

PROGRAM AT A GLANCE

HEGIS:	5649
A.S. :	60 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

number of public agencies and private businesses in the community interested in employing students with this degree. Entry-level positions, as well as long-term careers exist in the fields of counseling, social work, education, health care, government bureaus, nonprofit organizations, and private enterprise.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Secondary School Teachers**
- **English Language and Literature Teachers**

Explore more career options: A.S.

PROGRAM CHAIR

KAREN PASTORELLO, PH.D.

Professor, History

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Read more

TRANSFER OPTIONS

Women and Gender Studies graduates may consider further study in women's studies, men's studies, women's history, and gender or sexuality studies.

Colleges and universities that offer baccalaureate programs include:

- Binghamton University
- Buffalo State College
- SUNY College at Brockport
- Cornell University
- SUNY College at Cortland
- SUNY College at Geneseo
- SUNY New Paltz
- SUNY College at Oswego
- SUNY College at Plattsburgh
- SUNY College at Purchase
- Stony Brook University
- Wells College

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

American, 2016 and 2017

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Women's Opportunity Center (Ithaca)

Workforce New York (Cortland and Ithaca)

HIGHLIGHTED COURSES

PSYC103 - Introduction to Psychology
SOCI101 - Introduction to Sociology
WGST100 - Perspectives on Women
WGST200 - Images of Women
WGST233 - Women in U.S. History
WGST120 - Women and Health Care
WGST125 - Women and Work
PHIL201 - Contemporary Moral Issues

YWCA (Cortland)

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues

New Media

A.S. Degree

NEW MEDIA

The New Media program is based on a liberal arts foundation of classes with an emphasis on developing knowledge and skills in the growing areas of animation and interactivity, which have become a greater part of our rapidly changing visual world.

The program complements and draws on the strengths of related associate degree programs in communication and media arts, graphic design, and photography. Program courses combine the creative and expressive elements of the fine arts with digital technologies. Course work includes drawing, photography, visual design, story development, digital video, Flash, 2D and 3D animation, along with other emerging technology.

Students make new media content for print and the web, CD-ROM, and

PROGRAM AT A GLANCE

HEGIS: 5012

A.S. : 62 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

DVD, along with a portfolio of work to facilitate employment or transfer to a four-year school.

Students are also encouraged to submit writing and art work to the Kelab Art and Literary Journal, a collaborative effort of the Creative Writing, Graphic Design, Photography and New Media programs along with the Writers' Guild.

CAREERS ON CAREER COACH

As a graduate of the New Media program, you will be qualified for entry-level positions in interactive media design, web design/computer graphics, interface design, instructional design, digital photography, and entry-level animation and game production.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Computer Operators**
- **Fine Artists**
- **Graphic Designer**
- **Web Developers**
- **Multimedia Artists and Animators**
- **Video Game Designers**

Explore more career options: A.S.

PROGRAM CHAIR

KEITH MILLMAN

Professor, New Media

I love my job. Learning in the Arts

TRANSFER OPTIONS

The curriculum provides a framework for you to transfer to a four-year program in the arts or the new media field. You will be prepared for a baccalaureate degree program in art with a concentration in fine art, new media and/or design. Transfer opportunities include programs at:

- Alfred University
- Alfred State

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

and New Media involves the constant innovation and improvisation of the moment. Learning is never finished, and I learn along with my students. I make experiments and mistakes and am inspired by my students. Problem solving is the most important skill students learn, and most class work is hands on so students are creating their learning.

Read more

- Cornell University
- SUNY College at Cortland
- SUNY College at Fredonia
- SUNY College at Oneonta
- Rochester Institute of Technology
- The College of St. Rose
- Savannah College of Art and Design

HIGHLIGHTED COURSES

FSS137 - Freshman Seminar-New Media
ART117 - Design I for Electronic Media
ART213 - Dynamic Media I
ART214 - Dynamic Media II
COMM115 - Introduction to Digital Video
ART233 - Animation
ART254 - Advanced Media Design
ART261 - Portfolio Preparation-New Media

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Nursing

A.A.S. Degree

NURSING

Nurses play vital roles at all levels of the health care system. They are caregivers, counselors, educators, and advocates who work with clients of all ages. Care is given in a variety of inpatient and community settings, and involves clients with chronic and acute health care needs. Nursing is a continually growing field that offers diverse opportunities and challenges.

The College's rigorous and highly-praised nursing program offers diverse clinical experiences in hospitals, long-term care facilities, and community settings. Courses in nursing and the liberal arts provide in-depth career preparation. Scholarships are available for students in the Nursing program. The nursing program's course completion rate is 80%, with a NCLEX/certification exam pass rate of 94%. The job placement rate is 100%.

PROGRAM AT A GLANCE

HEGIS: 5012

A.A.S. : 65 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

Clinical Experience

To prepare nursing students for the many diverse roles available to them, clinical opportunities in a variety of health care settings are integrated as part of each semester.

Internship

Students have the opportunity to participate in a nursing internship offered during the summer after the second semester of the nursing program, and during winter break after the third semester. The internship provides hands-on experience within the limits of students' current clinical knowledge. Students work directly under the supervision of an RN preceptor for a total of 100 or 150 hours and are also supported by a faculty mentor. Settings for internships have included acute inpatient units, same day surgery, community agencies, midwife/MD offices, mental health clinics, and hospice organizations.

CAREERS ON CAREER COACH

After passing the NCLEX-RN examination and obtaining an RN license, graduates are eligible for employment in hospitals, nursing homes, clinics, schools, industries, hospices, family planning agencies, doctor's offices, and a variety of other settings. Graduates have found employment in a variety of health care facilities throughout the U.S. Graduates are prepared to pursue baccalaureate and higher degrees in nursing and advanced practice roles.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Nursing Instructors and Teachers**
- **Advanced Practice Psychiatric Nurses**
- **Medical and Health Services Managers**
- **Acute Care Nurses**
- **Clinical Nurse Specialists**
- **Nurse Practitioners**
- **Critical Care Nurses**
- **Registered Nurses**

Explore more career options: A.A.S.

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Bassett Healthcare Network

Cayuga Ridge Extended Care

Cortland Regional Medical Center

Groton Community Health

PROGRAM CHAIR

KIM SHARPE, MS, RN, CHPN

Professor, Nursing

Read more

TRANSFER OPTIONS

We encourage our nursing graduates to continue their education. Recent transfer institutions include:

- Binghamton University
- Elmira College
- Empire State College
- SUNY Delhi
- Keuka College
- Utica College
- SUNY Upstate Medical University
- Le Moyne College

HIGHLIGHTED COURSES

NURS110 - Fundamentals of Nursing
BIOL131 - Principles of Human Anatomy & Physiology I
NURS120 - Critical Thinking in Medical and Surgical Nursing
BIOL132 - Principles of Human Anatomy & Physiology II
NURS208 - The Art and Science of Nursing Across the Lifespan
NURS241 - Pharmacology for Nurses & Allied Health Professionals
BIOL112 - Essentials of Medical Microbiology
NURS225 - Professional Practice and Complex Nursing Care

Care Center, Inc.

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Paralegal

A.A.S. Degree, Certificate

PARALEGAL

A paralegal performs specifically delegated legal work for which a lawyer is required. This exciting and challenging occupation is among the fastest growing, and the U.S. Department of Labor tells us the trend will continue. Our paralegal program, which is offered exclusively online, provides the course work and experience to prepare you for employment as a paralegal or legal assistant. You will get a basic orientation and academic exposure to a variety of subjects, including legal research and drafting, civil litigation, real estate law, wills and estate planning, family law, and legal ethics. You will complete an internship in a law office. There are also elective courses in criminal law, evidence, bankruptcy, and constitutional law.

A two semester, 32 credit Paralegal Studies certificate program has been developed for students with baccalaureate degrees who would like to pursue a paralegal credential to enhance their employment and

PROGRAM AT A GLANCE

HEGIS: 5099

A.A.S. : 63 credits, 100% online

Certificate : *Paralegal Studies* 32 credits, 100% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid

professional opportunities.

The degree may be completed in two or three semesters if you have prior college credits or a prior degree. Contact the program chair for more information.

ONLINE PROGRAM

The entire program can be completed online, and the paralegal courses are offered exclusively online. These courses are asynchronous so they do not require any specific meeting times. The program may be commenced in any semester.

CAREERS ON CAREER COACH

Paralegals work for attorneys, corporations, federal, state, and local governments' court systems, or community legal services. Specializations include real estate, criminal law, estate planning, family law, labor law, litigation, and corporate law. Related occupations include adjudicators, abstractors, patent agents, title examiners, escrow officers, government hearing officers, appeals referees, contract checkers, and legal investigators.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Title Examiners, Abstractors, and Searchers**
- **Paralegals and Legal Assistants**

Explore more career options: A.A.S. | Paralegal Studies Certificate

PROGRAM CHAIR

TRANSFER OPTIONS

Although the curriculum of this program is not designed primarily for transfer, many graduates have continued their education at four-year institutions. Graduates have successfully transferred to:

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

ROBERT SARACHAN

Professor, Paralegal

Read more

- Binghamton University
- SUNY College at Brockport
- SUNY College at Canton
- Cornell University
- SUNY College at Cortland
- Empire State College
- Hilbert College
- Syracuse University
- Utica College
- Wells College

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

PARA101 - Introduction to Paralegalism
PARA130 - Legal Research and Drafting
PARA205 - Litigation/Civil Procedure
PARA210 - Real Estate/Property Law
PARA215 - Family Law/Domestic Relations
PARA220 - Wills, Trusts, Estate Planning
PARA230 - Paralegal Internship
PARA231 - Paralegal Seminar

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

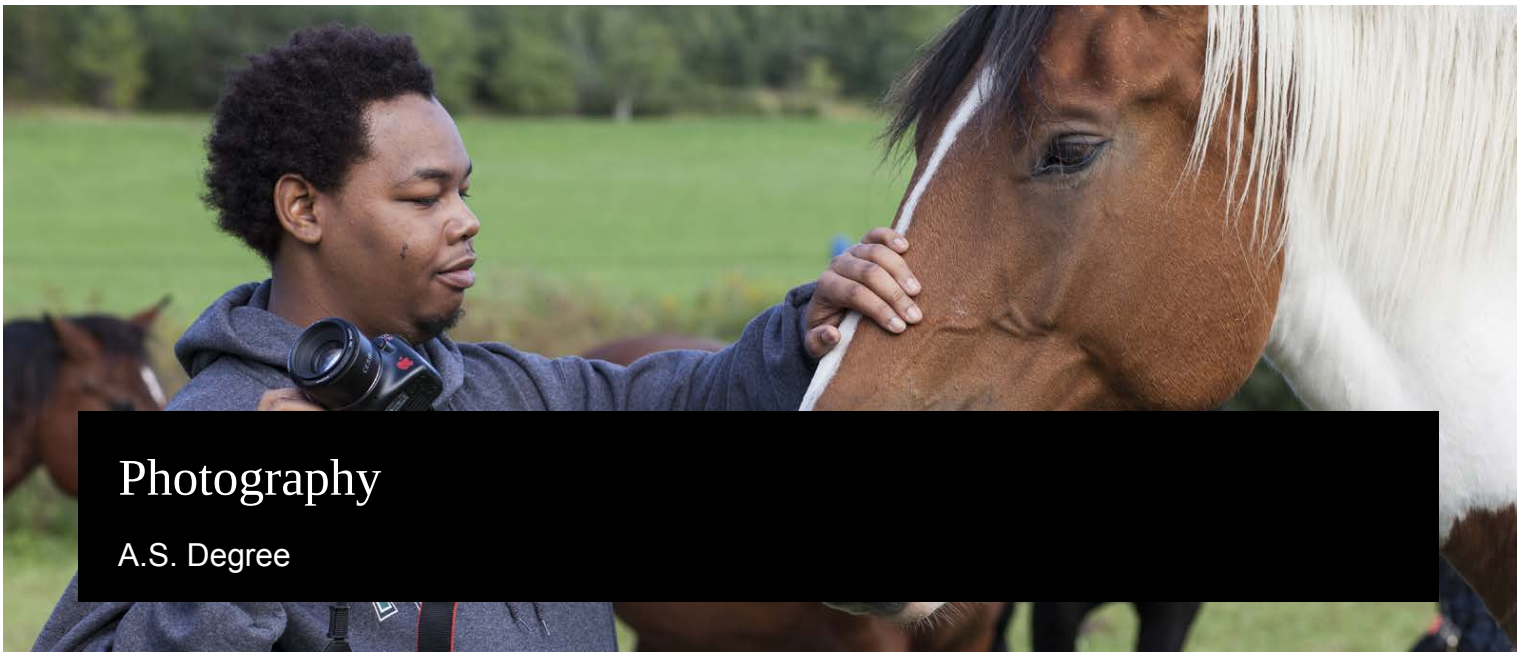
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Photography

A.S. Degree

PHOTOGRAPHY

Photography is used to illustrate, advertise, communicate, and express. Emerging digital technologies are expanding the realm of what is possible in photography and, at the same time, fueling the demand for outstanding creative images. In the photography program you will concentrate on developing skills in the use of black and white photography, color photography, digital photography, and will explore the integration of video and moving images. Student work is on display at the Photography department site. Students are also encouraged to submit writing and art work to the Kelab Art and Literary Journal, a collaborative effort of the Creative Writing, Graphic Design, Photography and New Media programs along with the Writers' Guild.

You will integrate the computer into your art-making process in the first semester and continue to build and refine your technical and aesthetic

PROGRAM AT A GLANCE

HEGIS: 5007

A.S. : 61 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

skills throughout your four semesters. Additionally, you will learn to use the web as a content-delivery tool, become fluent in technologies that allow images to be integrated with motion, sound, animation, and interactive dialogue. You will also gain a firm grounding in traditional visual arts studies. There are art foundation courses including drawing and design that will help you to fully understand and communicate the visual experience.

In addition to technology-based skills, you will approach photography as a fine arts activity and acquire a traditional broad foundation of study in the visual arts. Seven art courses address the topics of design, drawing, and art history in order to provide a solid grasp of visual fundamentals.

CAREERS ON CAREER COACH

You will be prepared for the increasingly electronic environment that commercial creative work requires. There are many areas of concentration and job classifications within the field of photography that graduates can consider. Among the areas of concentration are: architectural photographer, medical/scientific photographer, stock photographer (freelance and agency), fine arts photographer, photojournalism and press photographer, fashion photographer, commercial photographer, advertising and editorial photographer, and visual artist. Digital technology is allowing the creative artist to redefine what is possible in photography, and offers the opportunity to embark on an exciting journey into the future of creative imaging. Thus, it is difficult to predict the full range of employment opportunities that will become available, as new technologies and new opportunities will continue to unfold. At present, the two largest areas of

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION CONTACT

activity are:

- Creative digital photography - commercial digital photography such as travel, sports, photojournalism - digital photographic illustration - digital multimedia content production - and digital artist.
- New media content production - multimedia - moving image and animation - web content production - media artist.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Photographer**
- **Art, Drama, and Music Teachers**
- **Multimedia Artists and Animators**
- **Museum Technicians and Conservators**
- **Film and Video Editors**
- **Curators**
- **Fine Artists**

Explore more career options: A.S.

PROGRAM CHAIR

HARRY LITTELL

Associate Professor, Photography

Read more

TRANSFER OPTIONS

This program is intended to facilitate transfer to a four-year college with studies in photography or related visual disciplines. In almost all cases, the degree will satisfy the requirements of the first two years of study at the transfer institution. Recent graduates have transferred to:

- University at Albany
- Buffalo State College
- Cornell University
- SUNY College at Cortland
- Ithaca College

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

SUNY New Paltz
- SUNY College at Oswego
- Rochester Institute of Technology

HIGHLIGHTED COURSES

ART111 - Photography I
ART111 - Design I for Electronic Media
ART104 - History of Photography & Video
ART112 - Photography II
ART212 - Digital Photography
ART213 - Dynamic Media
ART262 - Portfolio Preparation-Photography
ART222 - Advanced Digital Photography

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

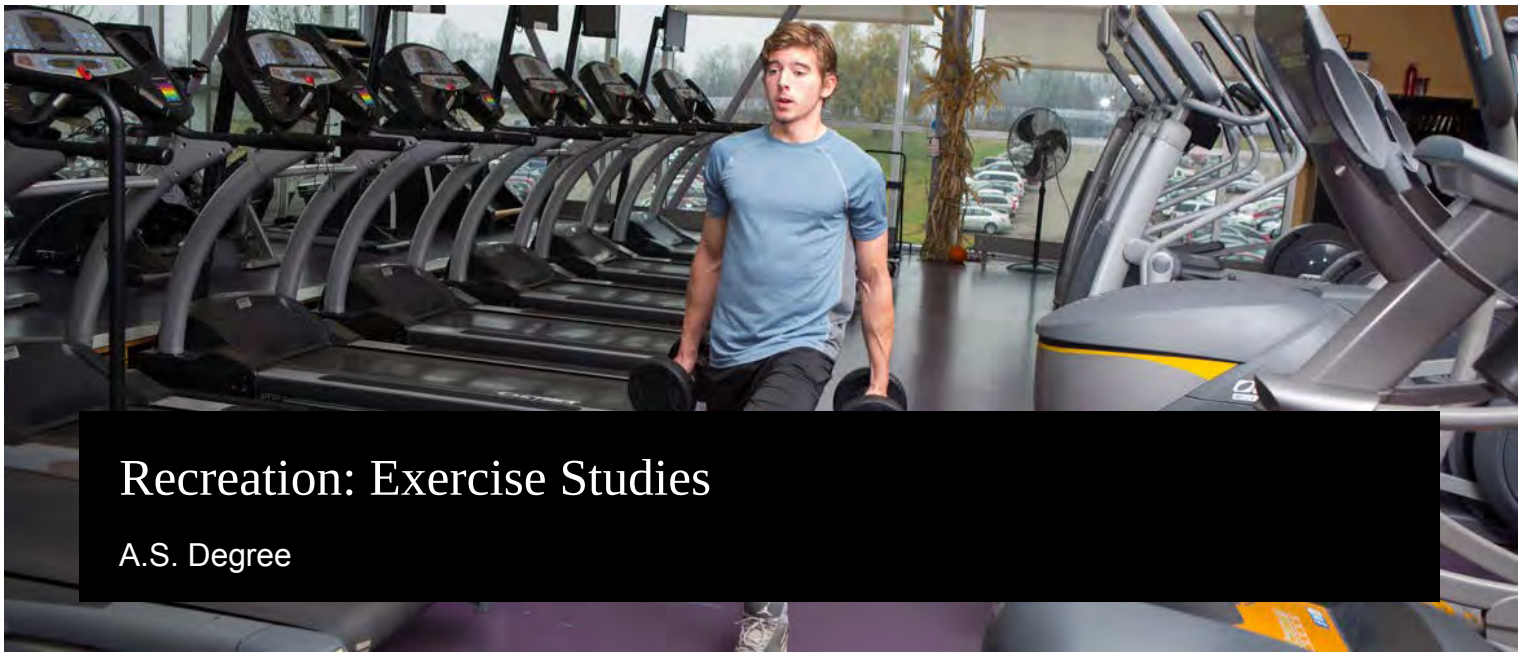
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Recreation: Exercise Studies

A.S. Degree

RECREATION: EXERCISE STUDIES

Physical fitness is a fast-growing, popular and necessary field in America and around the world. The Recreation: Exercise Studies degree program is designed to prepare students for careers in public or private fitness centers, YMCA's, hospitals, and other wellness centers. Students will develop a foundation for fitness assessments, exercise program, aerobics, personal training, recreation leadership skills and knowledge required to be an effective and competent fitness leader, to apply for certification from several different national accredited fitness agencies. Students will graduate with a background in the liberal arts and sciences; they will also be prepared for transfer to a Fitness or Recreation related baccalaureate degree program and to work effectively and safely in the field. Students considering this program should note the intensity of coursework and with all exercise programs, a complete physical exam by a licensed health professional is strongly recommended prior to starting this program.

PROGRAM AT A GLANCE

HEGIS: 5506

A.S. : 63 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

CAREERS ON CAREER COACH

Recreation: Exercise Studies graduates are employed at a variety of settings including Curves For Women, the YMCA (Cortland), the YWCA (Cortland), Finger Lakes Fitness (Ithaca), Cortland Fitness Center (Cortland), Littlefield's Personal Training(Ithaca), Anytime Fitness Center (Cortland), , Nautilus Fitness Center (Binghamton), and the YMCA (Johnson City). Local and national opportunities also include Gold's Gym, and Bally's Total Fitness.

Explore more careers related to all of the Recreation programs.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Secondary School Teachers**
- **Recreation and Fitness Studies Teachers**
- **Occupational Therapists**
- **Physical Therapist Assistants**
- **Recreation Workers**
- **Dietitians and Nutritionists**
- **Fitness Trainers and Aerobics Instructors**
- **Recreational Protective Service Workers**

Explore more career options: A.S.

PROGRAM CHAIR

PATRICK MERCER

Associate Professor, Recreation Leadership/Outdoor Recreation

When I was completing my undergraduate degrees in

TRANSFER OPTIONS

The program provides a strong foundation for transfer as a junior to a four-year college.

For specific transfer information, contact the Counseling, Career, and Transfer Services office. Potential graduate transfer options include

- SUNY College at Brockport

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Cornell Fitness Centers

YMCA of Ithaca and Tompkins County

Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV. It read, “Here ends the Realm of the Hiker...” As an Outdoor Educator and Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies.

Read more

- SUNY College at Cortland
- CUNY Brooklyn College
- Ithaca College
- Lock Haven University
- SUNY Morrisville State College

HIGHLIGHTED COURSES

RECR110 - Introduction to Recreation
FITN215 - Aerobic Conditioning
BIOL114 - Essentials of Nutrition
RECR112 - Introduction to Kinesiology
HLTH205 - First Aid and Safety Education
BIOL201 - Human Anatomy and Physiology I
BIOL202 - Human Anatomy and Physiology II
RECR230 - Personal Training and Aerobic Leadership
RECR232 - Exercise Physiology
RECR285 - Recreation Fieldwork

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Recreation: Outdoor Recreation

A.S. Degree

RECREATION: OUTDOOR RECREATION

Outdoor Recreation is a fast-growing and popular field in the U.S. and around the world. For more than a century, the number of people who participate in outdoor recreation and who seek an outdoor experience has steadily increased, as has the number of agencies (private, public, governmental, and nonprofit) offering outdoor recreation programs. This trend is projected to continue in the future. The field of outdoor recreation has developed over this period of time, providing outdoor recreational professionals a body of knowledge, leadership, proper planning, certifications, and respect for the environment through a display of outdoor ethics.

The Outdoor Recreation degree program is designed to provide you with a strong foundation in the liberal arts and sciences. You will also develop a foundation of camp, outdoor education, and outdoor recreation leadership

PROGRAM AT A GLANCE

HEGIS: 5506

A.S. : 62 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

skills and knowledge required to be an effective and competent outdoor leader and outdoor educator. Once you complete this program, you will be prepared for transfer to an outdoor-related baccalaureate degree program, and to work effectively and safely in the field.

FIELD EXPERIENCE

Field experience is an exciting and important component of the outdoor recreation program. Beginning with your first year, you will be participating in a team challenge course, and will be encouraged to take several outdoor activity skill classes. As you progress through the program, additional leadership, programming, and outdoor field experiences will be a vital aspect of your study. You also will be given opportunities to plan and lead outdoor experiences for agencies in your community.

CAREERS ON CAREER COACH

While the curriculum of this program is designed primarily for transfer to a bachelor's degree program, it provides skills directly applicable to entry-level positions in the outdoor recreation field.

Explore more careers related to all of the Recreation programs.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Amusement and Recreation Attendants**
- **Recreational Protective Service Workers**
- **Forest and Conservation Workers**
- **Foresters**

Explore more career options: A.S.

PROGRAM CHAIR

TRANSFER OPTIONS

Outdoor recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Lime Hollow Nature Center

FOR FURTHER

PATRICK MERCER

Associate Professor, Recreation Leadership/Outdoor Recreation

When I was completing my undergraduate degrees in Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV. It read, “Here ends the Realm of the Hiker...” As an Outdoor Educator and Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies.

Read more

management positions. Possible transfer options in outdoor-related bachelor degree programs are offered by:

- SUNY College at Cortland
- Green Mountain College
- Ithaca College
- Lock Haven University
- Penn State University

HIGHLIGHTED COURSES

RECR110 - Introduction to Recreation

FITN216 - Lifeguard Training

RECR274 - Outdoor Recreation Pursuits

RECR220 - Programming in

INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

RECR120 - Leadership in Recreation
BIOL115 - Field Natural History
RECR210 - Diversity & Inclusion in Recreation
Recreation and Leisure
RECR260 - Camp Counseling and Outdoor Education
RECR276 - Outdoor Recreation Field Adventure

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Recreation: Recreation Leadership

A.S. Degree

RECREATION: RECREATION LEADERSHIP

Recreation and leisure is America's number one economic activity. Leisure time experiences are big business and organized recreation offerings are growing, creating demand for capable recreation leaders to develop and coordinate an array of recreational, cultural, and athletic activities for people to enjoy and improve their quality of life.

The recreation leadership program provides a solid core of liberal arts courses complemented by more specialized courses in leadership, programming, diversity and inclusion, human relations, and recreation management. This combination of theory and applied knowledge plays a vital foundation for further study toward a bachelor's degree. By the time you complete the recreation leadership program, you will have toured

PROGRAM AT A GLANCE

HEGIS: 5506

A.S. : 61 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

community facilities, worked at two different agencies, heard multiple guest speakers from your field, interviewed a recreation professional, participated in a team challenge course with classmates, and networked with other recreation leaders.

FIELD EXPERIENCE

Field experience is an exciting component of the recreation leadership program. Volunteer work provides the opportunity to learn and apply inclusive leadership skills and knowledge in a variety of agencies in Tompkins, Cortland, and Tioga counties. Field experience opportunities, including those at the Town of Dryden Recreation Department, the Dryden After School Program, the Cortland Teen Center, local YMCA's, Ithaca Youth Bureau, and the College's Campus Recreation Department provide hands-on experience developing skills and social networks necessary for your career in recreation.

CAREERS ON CAREER COACH

Recreation leaders develop and manage recreational, cultural, and athletic activities in a variety of settings. These include school districts, corporations, community and municipal facilities, correctional facilities, health care organizations, and private clubs and resorts. Among the fastest growing specialties are tourism, therapeutic, and commercial recreation.

Recreation leaders who have earned a bachelor's or master's degree are more likely to be offered higher-level management positions.

Explore more careers related to all of the Recreation programs.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Physical Therapist Assistants**
- **Amusement and Recreation Attendants**
- **Child, Family, and School Social Workers**
- **Dietitians and Nutritionists**
- **Recreational Protective Service Workers**
- **Occupational Therapy Assistants**
- **Physical Therapists**
- **Recreation Workers**

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

City of Cortland Youth Bureau

Cornell Fitness Centers

Kendal at Ithaca

Tompkins County Youth Services Department

Explore more career options: A.S.

PROGRAM CHAIR

PATRICK MERCER

Associate Professor, Recreation Leadership/Outdoor Recreation

When I was completing my undergraduate degrees in Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV. It read, “Here ends the Realm of the Hiker...” As an Outdoor Educator and Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies.

Read more

TRANSFER OPTIONS

The recreation leadership program provides a strong foundation for transfer as a junior to a four-year college. Graduates have transferred to:

- SUNY College at Brockport
- SUNY College at Cortland
- Ithaca College
- Lock Haven University
- SUNY College at Plattsburgh

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

HIGHLIGHTED COURSES

RECR110 - Introduction to Recreation
HLTH205 - First Aid & Safety Education
RECR120 - Leadership in Recreation
RECR150 - Play Across Cultures
RECR210 - Diversity and Inclusion in Recreation
RECR215 - Recreation & Expressive Arts
RECR220 - Programming in Recreation & Leisure
RECR201 - Introduction to Therapeutic Recreation

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

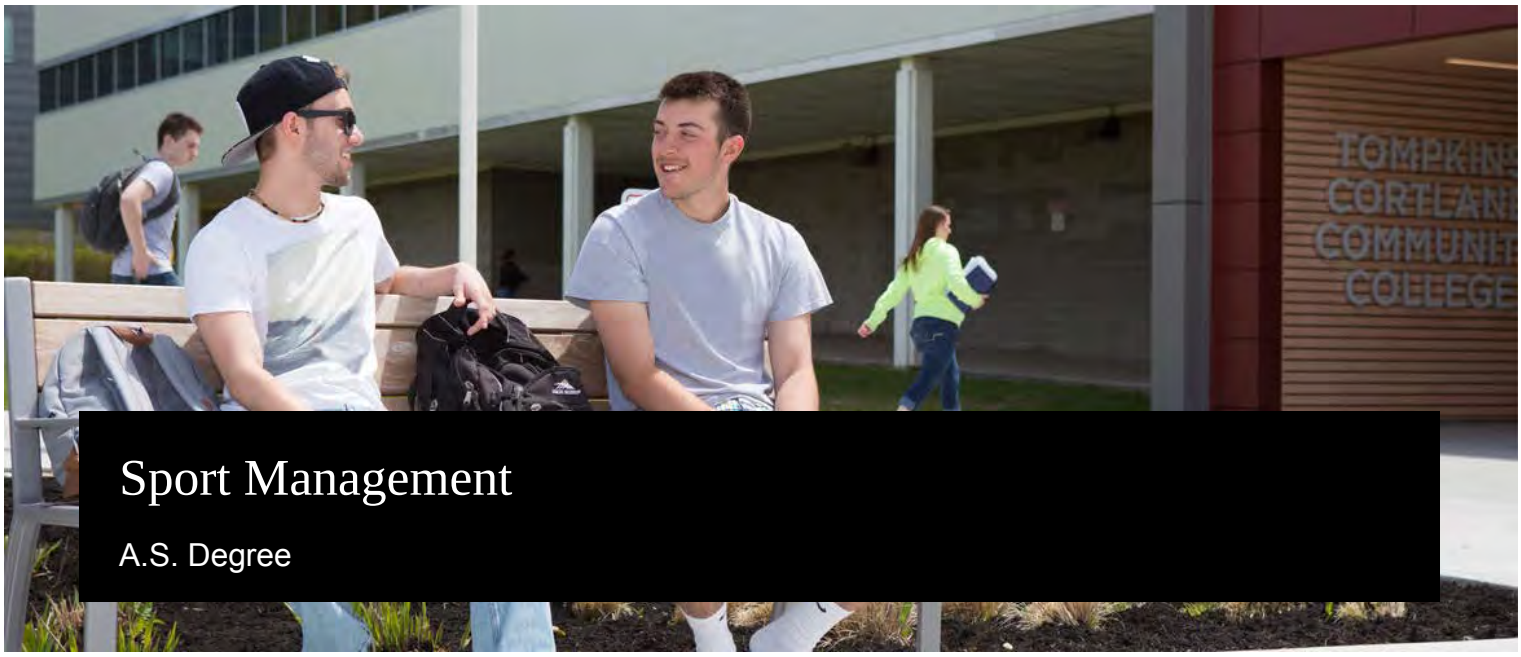
Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College



Sport Management

A.S. Degree

SPORT MANAGEMENT

Sport management is among the faster growing careers. The A.S. degree in sport management provides an overview of the sports industry, with emphasis on business and the liberal arts, sports information, and media relations. The program includes a two-credit practicum involving supervised work experiences in game and event administration. Course work also includes a foundation in accounting, finance, management, marketing, economics, and general education course work in communication, computer applications, history, humanities, mathematics, natural sciences, and the social sciences.

CAREERS ON CAREER COACH

Fast-growing demand nationwide and around the world for trained professionals in the sport management field provides many opportunities

PROGRAM AT A GLANCE

HEGIS: 5099

A.S. : 62 credits, 50% online

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities

for graduates. Public and not-for-profit organizations are building and expanding sports facilities, creating new opportunities for people trained in sport management. In particular, demand is very strong for sport management graduates who know how to use digital media equipment, sport event management techniques, and game timing software.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Marketing Managers**
- **Sales Managers**

Explore more career options: A.S.

PROGRAM CHAIR

LARRY CHASE

Professor, Business

Read more

TRANSFER OPTIONS

Tompkins Cortland Community College's program in sport management is designed for transfer to a bachelor's degree program. Among the transfer options are excellent bachelor's degree programs at:

- Binghamton University
- SUNY College at Brockport
- SUNY College at Cortland
- Ohio Wesleyan
- Indiana University at Indianapolis
- Ithaca College
- Mansfield University
- Medaille College
- St. John Fisher College
- Syracuse University
- University of South Carolina
- University at Buffalo
- SUNY Polytechnic Institute
- Wesley College

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

American, 2016 and 2017

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

FOR FURTHER INFORMATION

HIGHLIGHTED COURSES

FSS175 - Freshman Seminar in Sport Management
SPMT150 - Foundations of Sport Management
BUAD204 - Principles of Marketing
SPMT190 - Event Practicum I
SPMT255 - Sport Event Management
SPMT260 - Sport Media Management
SPMT195 - Event Practicum II
SPMT270 - Sport Facilities/Venue Management

CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

Sustainable Farming and Food Systems

A.A.S. Degree

SUSTAINABLE FARMING AND FOOD SYSTEMS

The Sustainable Farming and Food Systems program emphasizes the practical skills it takes to manage a small, diverse farm, while providing students with a broad exposure to the social and ecological considerations of truly sustainable food production and distribution. Students in the program take courses in entrepreneurship, accounting, environmental studies, biology, and unique food systems seminars. They will apply this knowledge on a working farm located on the College's main campus and work closely with food retailers, restaurants, as well as the College Eatery and the College's Coltivare culinary center in downtown Ithaca as part of the College's unique Farm to Bistro concept.

PROGRAM AT A GLANCE

HEGIS: 5499

A.A.S. : 60 credits

ATTENDING TOMPKINS CORTLAND

Admissions
Degree Programs
Estimated Cost
Financial Aid
Register for Classes
Transfer Opportunities
Visit Campus

CAREERS ON CAREER COACH

This program should have wide appeal to students with diverse career goals. Those wishing to become farmers will gain practical on-farm experience with issues such as spring planning, farm management, pest control, harvesting techniques, and post-harvest handling. Students who wish to work more broadly with community groups in advocacy positions will find courses that emphasize social issues, ecological relationships, and ethical considerations.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Chief Sustainability Officers**
- **Site Managers**
- **Environmental Compliance Inspectors**
- **Energy Auditors**
- **Sustainability Specialists**
- **Environmental Scientists and Specialists**
- **Environmental Restoration Planners**
- **Industrial Ecologists**

Explore more career options: A.A.S.

PROGRAM CHAIR

TRANSFER OPTIONS

Although this curriculum is not primarily designed for transfer, students may work with their advisor to design a program of

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

Cornell Cooperative Extension of Tioga County

TAYLOR REID

TC3 Farm Education Director

Instructor, Sustainable Farming and Food Systems

Taylor Reid is the TC3 Farm Education Director, and chairs the Sustainable Farming and Food Systems degree program. He holds a B.S. in Plant and Soil Science from the University of Massachusetts, and both an M.S. in Botany and Plant Pathology, and a Ph.D. in Community, Food, and Agriculture from Michigan State University.

Read more

study populated by courses that transfer to programs offered by 4-year institutions. Recent graduates have transferred to the Cornell University College of Agriculture and Life Sciences, Hampshire College, SUNY ESF, Unity College, Binghamton University, and other 4-year colleges.

HIGHLIGHTED COURSES

ENVS110 - Food Systems Seminar I: Intro to the U.S. Food System
ENVS116 - Soil Science
ENVS117 - Fall Farming Internship
ENVS111 - Food Systems Seminar II: Food Movements
ENVS141 - Agroecology
ENVS142 - Spring Farming Internship
ENVS202 - Integrated Pest Management
ENVS203 - Summer Farming Internship
ENVS112 - Food Systems Seminar III: Identity, Ethics & Culture in Food
ENVS285 - Sustainable

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

Farming & Food Systems

Capstone

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

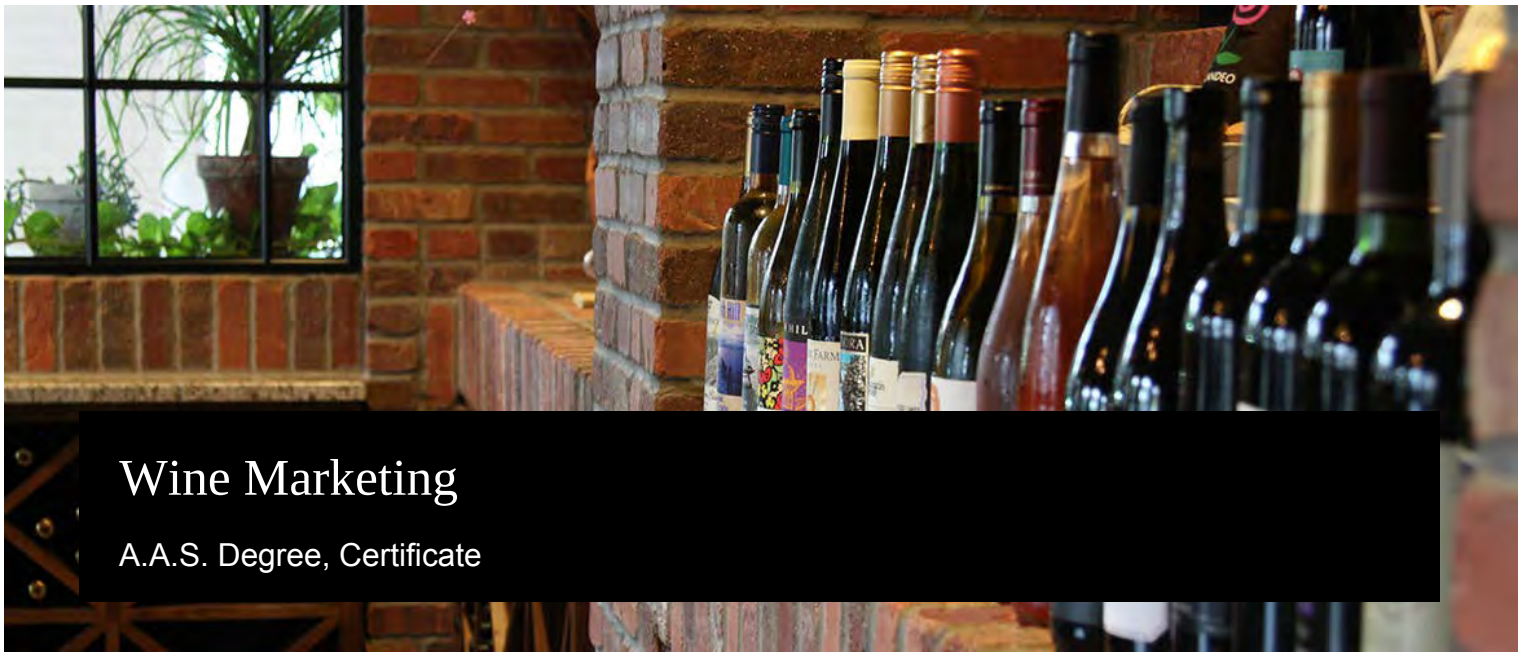
FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues



Wine Marketing

A.A.S. Degree, Certificate

WINE MARKETING

A business focused degree program in Wine Marketing has been developed in response to the rapid growth of the wine sector locally, nationally, and internationally. New York State is now the third-largest wine producing state in the U.S., with more than 250 wineries statewide. The industry employs 18,000 workers and annually generates $3.4 billion for the state economy.

Highlights of the program include:

- Hands-on experience through the College's **Farm to Bistro** concept. Wine Marketing students will get real-world experience pairing wines with meals at Coltivare, the College's downtown Ithaca restaurant and culinary center – supplied with fresh produce from the College's

PROGRAM AT A GLANCE

HEGIS:	5010
A.A.S. :	62 credits, 50% online
Certificate :	*Wine Marketing* 25 credits

ATTENDING TOMPKINS CORTLAND

Admissions

Degree Programs

Estimated Cost

Financial Aid

organic farm.

- An introductory level study of the major wine regions of the world and wines produced in each region, including the local Finger Lakes. This will include tasting, production, and sales strategies.
- International business aspects of the wine industry will also be discussed, including communication and customer service; marketing, merchandising, sales and pricing; techniques of the wine industry; laws governing the movement of wines at all levels from producer to consumer; handling, storing, and serving wine and beverage; and pairing wine and other beverages with food.

> *"Coltivare is where higher education, hospitality, and community converge to provide an enriching environment for learning, sharing, dining and celebrating. It is a wonderful resource that adds significant value to an already highly-enriched city."*
> *– Laura Winter Falk, Wine Marketing Instructor*

INTERNSHIP OPPORTUNITIES

Students will gain on-the-job experience through a required internship to be completed during the summer between the first and the second year of the program. The internship experience requires students to work 150 hours during a 10-15 week period and utilize our distance learning format to communicate, answer weekly journal questions, and participate in discussion with the internship instructor.

CAREERS ON CAREER COACH

Register for Classes

Transfer Opportunities

Visit Campus

OUR STUDENTS AND ALUMNI

MANPREET KAUR ('17)

Hometown: Elmont, NY

Major:

Liberal Arts and Sciences: Math/Science

Student Trustee, 2016-17

DEGREE PROGRAM BUSINESS PARTNERS

Area companies that have expressed interest in hiring Tompkins Cortland grads.

New York Wines

Northside Wine and Spirits

The wine marketing program prepares graduates for careers in wine marketing, sales and promotion, tasting room management, wholesale, retail, e-commerce distribution, public relations, event management, and other hospitality positions. It will give the graduates entry level opportunities on many levels including the vineyards, cellar hands, tasting room, tour guides, marketing, sales and administrative assistants all of which are needed for this rapidly expanding industry.

Select a career below to connect to Career Coach and find information about that career including median salary and job postings.

- **Management Analysts**
- **Public Relations and Fundraising Managers**
- **Market Research Analysts**
- **Food Servers**
- **Food Service Managers**
- **Industrial Production Managers**
- **Sales Representatives**
- **Quality Control Analysts**

Explore more career options: A.A.S. | Wine Marketing Certificate

PROGRAM CHAIR

SUSAN STAFFORD

Professor, Hotel and Restaurant Management

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management, Culinary Arts, and Wine Marketing Degree Programs. She was also instrumental in the

TRANSFER OPTIONS

Although this curriculum is not primarily designed for transfer, some students may wish to explore immediate or future transfer opportunities to baccalaureate degree programs offered by institutions such as Cornell University College of Agriculture and Life Sciences, Niagara University, and University of California, Davis.

Six Mile Creek Vineyard

Triphammer Wines and Spirits

FOR FURTHER INFORMATION CONTACT

ADMISSIONS OFFICE

admissions@tompkinscortland.edu

607.844.6580

A PART OF SUNY

Tompkins Cortland Community College

The College is member of The State University of New York (SUNY) system and provides many opportunities for transfer to SUNY 4-year schools and university centers.

development of the farm to bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

Read more

HIGHLIGHTED COURSES

Not all of the highlighted courses are required in both the degree and certificate in this program area. Please be sure to check the degree requirements tab for details about the requirements for each or certificate.

WINE120 - Survey of Wine & Alcoholic Beverages
HRMG107 - Safe Alcohol Handling
WINE130 - Grape Growing & Wine Business
PSED213 - Job Search
WINE213 - Wine Internship
WINE200 - Sensory Evaluation for Wine & Food Pairing
WINE202 - Beverages Studies
WINE220 - Wine Marketing & Merchandising

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Tompkins Cortland Community College
PO Box 139, Dryden, New York 13053
Phone: 607.844.6580 | Fax: 607.844.6541
tompkinscortland.edu

TOMPKINS CORTLAND COMMUNITY COLLEGE DISNEY COLLEGE PROGRAM APPLICATION

STEPS FOR APPLYING

1. Gain full understanding of this program and the Tompkins Cortland and Disney eligibility requirements before submitting this application. See catalog.tompkinscortland.edu and disneycollegeprogram.com

2. Submit this application to Prof. Mimi Ansbro (Room 214, ansbrom@tompkinscortland.edu) one semester prior to when you want to do the program.

Name: _____ Student ID No. _____

Local Address:_____

Permanent Address:_____

Cell Phone:_____ Email Address: _____

Academic Major:_____ Academic Advisor: _____

U.S. Citizen? : ❒ Yes ❒ No If no, Visa Type _____ Date of Birth: _____

Name of a Tompkins Cortland Community College professor or staff member who can be contacted to provide a reference for you:_____

In which college program session do you with to participate? (Check one):

❒ FALL 20___ (Aug. to Jan.) ❒ SPRING 20___ (Jan. to May)

❒ FALL ADVANTAGE 20___(June to Jan.) ❒ SPRING ADVANTAGE 20___ (Jan. to Aug.)

I have read the program information at catalog.tompkinscortland.edu and disneycollegeprogram.com.
I authorize the Tompkins Cortland Community College Disney Coordinator to examine my college record to verify my eligibility for this program. I understand the rules of this program and agree to comply with them.

Signature: _____ Date: _____

HONORS COLLEGE - PSYC103

PSYC 103, INTRODUCTION TO PSYCHOLOGY HONORS OPTION

If you are interested in earning Honors credit in PSYC 103, Introduction to Psychology, please read the following information.

DESCRIPTION

This particular Honors option is a way for students who are enrolled in PSYC 103, Introduction to Psychology to earn Honors credit while enrolled in a non-honors course. (The only other way of earning Honors credit on our campus is to be enrolled in a specific Honors course section.) Honor courses in general are designed to be enrichment opportunities for academically talented students interested in committing to a more extensive or advanced level of work than what is required in the regular sections of courses. Honors credit may be a benefit to students interested in transferring to other institutions as it designates a more intense level of study.

Completion of six additional, on-line assignments are required to earn this Honors credit. A variety of extra assignments are used to earn the credit. These assignments are all located and completed via a web-enhanced section of the course. The instructor/facilitator for this Honors option will be Professor Matty Hamel. A student can be enrolled in any section of PSYC 103, with any instructor, and still partake in this option as these assignments are in addition to the assignments required of students in the regular section of the course.

PURPOSE OF PROPOSAL

- To provide access for more students enrolled in PSYC 103 to earn Honors credit.
- To provide more challenging coursework for talented students enrolled in PSYC 103.

CRITERIA TO EARN HONORS CREDIT

- A student must earn a B+ or better in the regular section of the course in order to earn the Honors option credit.
- Student must satisfactorily complete 6 additional assignments in the web-enhanced section of the course. The assignments themselves will be more intense and/or extensive, and of high quality. A student must complete these assignments within the timeline established.
- Successful completion means earning a minimum grade of 85 out of 100 points on each assignment.
- The final grade will be determined by combining the grade that the student earned in the regular section of the course

with the Honors designation. Eligible students **must** have earned a grade of B+ or higher in the regular section of the course. Example: If a student earns a B+ in PSYC 103 and successfully completes the required assignments in the Honors section, the grade of B+ stands and an H is added to PSYC 103H. If the students does not earn a B+ grade or higher in the regular section of the course, or successfully complete the Honors assignments, the Honors credit will not be granted.

- The completion of honors work will not raise the grade earned in the regular section of PSYC 103, Introduction to Psychology.

FOR MORE INFORMATION

Professor Karen Pastorello, Honors Director
607.844.8222, Ext. 4233
kap@tompkinscortland.edu

ENROLLMENT PREREQUISITES

- Students must have an overall grade point average of B+ or better to be permitted to attempt this Honors option. This average may include high school work.
- Students must be enrolled in ENGL 101, or have completed this course successfully, prior to enrollment in this Honors option.
- If a student needs to take RDNG 116, they must complete the Reading course prior to enrollment in the Honors option.
- Students must complete an on-line contract in the course agreeing to certain standards of effort and writing related behaviors (i.e., plagiarism).

LOGISTICS

- Those students interested in earning honors credit will also register for a web-enhanced section, referred to as PSYC 103H. Stated another way, these students will be enrolled in two sections of PSYC 103 at the same time.
- Administratively we will drop students from the regular section at the end of the semester and enter the grade in the Honors section. If you are doing the honors work and stay registered to the end of the class in the honors section, you will receive an appropriate grade in the honors section and the regular section will be automatically dropped. **If you are not doing the additional honors work and are registered in the honors section, the honors section will need to be dropped before the end of the W (Withdrawal) period.**
- This section will bear zero (no additional) credit. To earn honor credit, a student must successfully complete the assignments explained in the web-enhanced portion of the course by the end of the semester.
- At the end of each semester Matty Hamel will report to the Registrar's Office the names of the students who have satisfactorily completed the Honors credit. Upon receipt of this information the Registrar will assign the Honors designation to students who have also successfully earned a B+ or better in the regular section of PSYC 103.
- Only students currently enrolled in PSYC 103 may earn the Honors credit.
- A high grade for regularly required work will not in itself warrant the awarding of the Honors designation

HOW TO REGISTER FOR THE HONORS OPTION FOR PSYC 103, INTRODUCTION

TO PSYCHOLOGY

Secure an *Official Change of Schedule Form*. Complete the top of the form and *Under Courses to be Added,* enter the information below and secure Matty Hamel's permission. Professor Hamel's office is in Faculty Suite 220 and her Email is: hamelm@tompkinscortland.edu

Subject Abbreviation	Course Number	Section Type	Section Number	Credit Hours	Instructor's Signature
PSYC	103H	Hybrid	HY1	0	You need to have Hamel's permission in writing or by Email

- Sign the form at the bottom.
- Get your Advisor's signature to verify that you have the prerequisites for entering into this option.
- Turn the form into the Room 101.
- You may register for this Honors Option on-line provided you also secure Email permission from the Instructor and your Advisor.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

CAMBODIA - ENGLISH AND ANTHROPOLOGY

BE TRANSFORMED, AND EXPERIENCE CAMBODIA IN THE HEART OF SOUTHEAST ASIA

Be a part of a unique collaboration among Tompkins Cortland, and the Center for Khmer Studies. Explore Angkor Wat, local villages, and outdoor markets. Learn about the Khmer Rouge and its lasting effects on Cambodian society. Taste traditional foods, interact with Cambodian people, view the beautiful countryside, and be transformed.

Date: Late December 2017 - January 2018 (approximately 2 weeks)

Register in Spring | Fall semester courses | Travel in January

View other study abroad opportunities

TRAVEL

TRAVEL FEE: APPROXIMATELY $2,900

Includes

Transportation to/from airport and in country, round-trip airfare, transportation in Cambodia, lodging, some meals, entrance/admission to attractions, mandatory travel health insurance

Not included

Passport fees, vaccination costs, some meals, personal spending money, tuition (included in your fall course load), and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $300 minimum for personal spending and other meals.

FUNDING YOUR STUDY ABROAD PROGRAM

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

COURSES OFFERED

RECEIVE 6 CREDITS FOR THIS TRIP

ENGL 149, Transformative Travel Writing, 3 credits
ANTH 260, Fieldwork in Anthropology, 3 credits

INSTRUCTORS

Angela Martin | Instructor of ESL and Foreign Languages

Angela teaches Fieldwork in Anthropology (ANTH 260). She has traveled throughout Europe and Central America but is looking forward to her first trip to Cambodia. Contact Angela by calling 607.844.8222, Ext. 4404, or by email at am1@tompkinscortland.edu.

John Troyer | Instructor of English

John teaches the Transformative Travel Writing Course (ENGL 149) and traveled with Tompkins Cortland Community College students to Cambodia in January 2017. Contact John by calling 607.844.8222, Ext. 4249 or by email at jrt010@tompkinscortland.edu.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

IRELAND: LITERATURE AND HISTORY

EXPERIENCE IRISH HISTORY AND CAPTURE THE ENCHANTMENT OF IRELAND THROUGH BEAUTIFUL PHOTOGRAPHS

Earn six college credits while experiencing the scenic landscape and rich heritage of Ireland. Irish culture has retained much of its tribal past in its contemporary culture, in the soaring strains and mournful undertones of its music, and in the warm, communal, and genuine hospitality of its people.

Go off the beaten path with experienced professors

- Tour authentic medieval castles and monasteries
- Visit two World-Heritage sites: The passage tomb of Newgrange (older than the Pyramids of Giza, Egypt) and the majestic Cliffs of Moher.
- Walk the battlefields that changed Irish history and the cobblestone streets and markets of Dublin and Galway
- See world-class museums and heritage centers

Register in Spring | Fall semester courses | Travel in January

View other study abroad opportunities

TRAVEL

TRAVEL FEE: APPROXIMATELY $2,200

Includes

Two weeks in modern youth hostels and inns (share rooms with other participants), round-trip airfare, transportation to/from the airport, in-country breakfasts, entrance/admission to all attractions, mandatory travel health insurance

Not included

Passport fees, any vaccination costs, daily lunches and dinners, tuition, and any applicable baggage-handling feeds imposed by the airlines or entrance/exit taxes.

Note: Estimated $700 minimum for personal spending and other meals.

FUNDING YOUR STUDY ABROAD PROGRAM

Information on scholarships and other possible funding sources for Tompkins Cortland students is available in the Office of Global Initiatives, room 230.

COURSES OFFERED

RECEIVE 6 CREDITS FOR THIS TRIP

ART 111, Photography I, 3 credits

HSTY 230, History of Ireland, 3 credits

INSTRUCTORS

Keith Millman | Professor of New Media

Keith teaches in the arts programs and has previously traveled with students to Ireland. Contact Keith at 607.844.8222, Ext. 4206, or by email at kxm@tompkinscortland.edu.

John Sheehan

John teaches the History of Ireland course, as well as other Liberal Arts courses at Tompkins Cortland. He has traveled with Tompkins Cortland students to Ireland for the past four years. Contact John in room 122, at 607.844.8222, Ext. 4272, or by email at jjs2@tompkinscortland.edu.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

NICARAGUA: ANTHROPOLOGY AND HEALTH

JOIN OUR TEAM FOR A 15-DAY IMMERSION IN NICARAGUAN LIFE AND CULTURE WITH A FOCUS ON HEALTH CARE.

Join our team for a 15-day immersion in Nicaraguan life and culture, with a focus on health care. You will engage in a full spectrum of activities as both student and educator as you participate in service learning and exchange with our Nicaraguan partners. Activities may include health clinics in remote indigenous communities, teaching projects at local health care facilities, cultural activities, and much more.

Our goal for this service-learning course is to provide you with a deeper understanding of the reality of healthcare in a resource constrained setting. This includes development of an understanding of the cultural, environmental, and social realities faced by Nicaraguans on a daily basis.

The Atlantic coast of Nicaragua provides a unique and diverse setting for our group. For more than 20 years, Tompkins Cortland has been travelling to Puerto Cabezas, the capital city of RAAN. Our history of service and learning in the community makes this experience unique and deeply rewarding for both our group and our Nicaraguan collaborators.

Date: travel for 16 days around January 1-16, 2018

Register in Spring | Fall semester courses | Travel in January

View other study abroad opportunities

TRAVEL

TRAVEL FEE: APPROXIMATELY $2,900

Includes

Roundtrip airfare from Syracuse, New York to Managua, Nicaragua, 15 nights of accommodations, all meals and non-alcoholic beverages, transportation from Managua to Puerto Cabezas, and all other in-country transport, translation services, cultural activities, workshop and activity supplies, insurance (mandatory)

Not included

Passport fees, vaccination costs, any applicable baggage fees imposed by the airlines, personal spending money (estimated $300) or tuition for associated courses.

FUNDING YOUR STUDY ABROAD PROGRAM

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

COURSES OFFERED

HLTH 216, International Health on-site in Nicaragua

ANTH 260, Cultural Survey of Study Abroad of Nicaragua, 7.5 wk session, attendance required

INSTRUCTORS

Paula Moore, RN, CNM, MSN

In 2018, Paula Moore will lead this trip for the tenth year! Paula teaches the international health on-site as well as many other nursing courses at Tompkins Cortland. She has been traveling and teaching the Nicaragua service learning trip to Tompkins Cortland students for the past four years. Contact Paula in room 220, at 607.844.8222, Ext. 4463, or by email at pam@tompkinscortland.edu.

Paul Treadwell

Paul Treadwell will be leading the group for the third time. With seven years experience leading trips to Nicaragua, Paul has developed a deep understanding of the history and culture of Nicaragua. His focus is on providing rich and meaningful learning experiences for trip participants. He also works at Cornell University where he is engaged in the development of online learning courses for adult learners. Contact Paul by email at pt006@tompkinscortland.edu.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

COLOMBIA - ECOLOGY AND HISTORY

SEE THE AMAZON AND THE ANDES.

This course explores the diversity of Colombian landscapes and cultures. We will explore the cloud forests of the Central Andes by horseback, canoe the flooded forests of the Amazon, and snorkel or scuba dive among the Caribbean reefs. Throughout the trip, we will focus on the intersection of environment and culture in order to enrich our understanding of this diverse country.

Open to all Tompkins Cortland students. Limited space available. Registration is by permission only. Contact trip leaders or visit the Global Office (room 230) for information on how to apply.

Date: Late May - early June, 2018

Register in Fall| Spring semester courses | Travel in May / June

View other study abroad opportunities

TRAVEL

TRAVEL FEE: APPROXIMATELY $3150

Includes

Round trip airfare, 14 nights in local hostels/hotels, all local transportation and guide fees, 14 meals (one meal per day), GeoBlue International Health/Emergency Insurance (mandatory)

Not Included

Passport and Visa Fees, vaccination costs, any applicable baggage handling fees imposed by the airlines, any entrance or exits taxes into/out of the destination country, additional meals, personal spending (souvenirs, additional activities, any personal items that need to be bought in country)

FUNDING YOUR STUDY ABROAD PROGRAM

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

COURSES OFFERED

BIOL 116, Tropical Field Natural History will introduce you to the nature and ecology of the Neotropics. You will learn about the plants and animals that make these places unique.

HSTY/POSC 260, Topics in Modern Latin America surveys the development of modern Colombian history with an emphasis on current trends in the economy, land use patterns, settlement, and political arenas.

INSTRUCTORS

Dr. Kelly Wessell

is an aquatic ecologist who has co-led this trip since its inception five years ago. He is a dedicated teacher and an enthusiastic advocate for tropical ecosystem conservation. Contact Kelly by calling 607.844.8222, Ext. 4235 or by email at kjw@tompkinscortland.edu.

Dr. David Flaten

is interested in the dynamic history of modern Colombia, working to integrate student understanding of the human and natural environments we experience. Contact David by calling 607.844.8222, Ext. 4229 or by email at dfx@tompkinscortland.edu.

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

ITALY: CULTURE AND CUISINE

EXPERIENCE THE TASTES AND CULTURE OF ROME, TUSCANY AND FLORENCE

Arrive in Rome for orientation and sightseeing. Travel north through the countryside to Tuscany, then on to Florence, all while exploring the culture, art, artifacts, and architecture of Italy. Experience hands-on cooking and wine classes taught by world-class Italian chefs and instructors from the Apicius International School of Hospitality. Stroll the local farm markets, and learn how the “Mediterranean diet” has sustained the people of Italy and become an international phenomenon.

Date: Late May - early June, 2017

Register in Fall| Spring semester courses | Travel in May / June

View other study abroad opportunities

TRAVEL

TRAVEL FEE: APPROXIMATELY $5100

Includes

Airfare, all transportation costs in-country, and U.S. to airport, 13 nights in a local hotel beginning in Ancient Rome, and then four days on the Tuscan Coast and five days in Florence, 27 meals included (two per day), admission to all programmed lectures and activities, guided visits to the places of interest, health insurance (mandatory)

Not Included

This amount does not include passport and visa fees, vaccination costs, tuition, customary gratuities, one meal and beverage per day, any applicable baggage-handling fees imposed by the airlines or entrance/exit taxes.

FUNDING YOUR STUDY ABROAD PROGRAM

Students may be eligible for scholarships through the Tompkins Cortland Foundation, SUNY, Benjamin A. Gilman, and other sources. Contact instructors or the study abroad coordinator (Global Office, room 230) for more information about scholarship opportunities.

COURSES OFFERED

RECEIVE 6 CREDITS FOR THIS TRIP

HRMG 220, International Culture and Cuisine, 3 credits

ANTH 261, Fieldwork in Anthropology, 3 credits

INSTRUCTORS

Susan Stafford

Is chair of the Hotel and Restaurant Management Program at Tompkins Cortland. She has more than 30 years of experience in the hospitality and tourism industry, as well as customer service. Contact Sue in room 220, at 607.844.8222, Ext. 4456 or by email at szs@tompkinscortland.edu.

Marcia Patitucci Waffner

Marcia teaches International Culture and Cuisine in addition to Food Preparation and Customer Service Courses. Marcia has earned acclaim for her culinary style and her passion for Italian cuisine. She has studied the regional cuisines of Italy and brings her love of the culture and food to her students. Contact Marcia in room 122, at 607.844.8222, Ext. 4281 or by email at mew@tompkinscortland.edu.

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

Requirements for Sustainability Studies Designation

Student Name: _____

Advisor: _____

A.	**Natural Sciences (Choose 1 course)** 3-4 credits	
	BIOL 102: Principles of Biology II	
	BIOL 105: General Biology II	
	BIOL 115: Field Natural History	
	BIOL 116: Tropical Field Natural History**	
	BIOL 211: General Ecology (prerequisites apply)	
	ENVS 101: Biological Resource Conservation	
B.	**Social Sciences (Choose 1 course)** 3 credits	
	ANTH 202: Cultural Anthropology	
	Any ECON course	
	ENVS 107: Economy, Society and Environment	
	ENVS/PSYC 108: Environmental Psychology	
	Any POSC course	
	GEOG 115: Highlights of World Regional Geography	
	PSYC 103: Introduction to Psychology	
	PSYC 149: Environmental Psychology	
	SOCI 101: Introduction to Sociology	
C.	**Humanities (Choose 1 course)** 3 credits	
	Any ENGL with a sustainability theme	
	ENVS 105: Environmental Ethics	
D.	**Capstone Course** 3 credits	
	ENVS 295: Global Seminar	
E.	**Approved Electives (Choose 1)** 3-4 credits*	
	Any ANTH	
	BIOL 115: Field Natural History	
	BIOL 116: Tropical Field Natural History**	
	BIOL 211: General Ecology	
	ENVS 101: Biological Resource Conservation	
	ENVS 102: Technology and the Environment	
	ENVS 105: Environmental Ethics	
	ENVS 107: Economy, Society and Environment	
	ENVS/PSYC 108: Environmental Psychology	
	GEOG 110: Geography of the Americas	
	GEOL 101: Introductory Geology	
	HLTH 210: Consumer Health Issues	
	HLTH 215: World Health Problems	
	HLTH 216: International Health On-Site in Nicaragua**	
	PSYC 149: Environmental Psychology	
	Any SOCI course	
	WGST 120: Women and Health	
	Additional approved elective*** Course:_____ Approved by:_____	
Total Credits: 15-17		

*The student must select a course from the following. It must be distinct from the courses chosen for categories A, B, and C.
**Student is responsible for significant additional costs.
***Students and faculty are encouraged to propose alternative courses or specific sections of courses that will add to the student's understanding of sustainability.

Approved by: _____ **Date:**_____

TOMPKINS CORTLAND COMMUNITY COLLEGE

CATALOG SEARCH

Semester	Year	Campus	Filter
Fall	2018	Dryden	Evening
Winter	2019	Ithaca	Daytime
Spring		Cortland	Saturday
Summer		Coltivare	Choose only one.
		Online	

Disciplines

ACAD	ACCT	ALEX	ANTH	ART	ASTR	BIOL	BIOT
BUAD	CAPS	CDSC	CHEM	CHIN	CIS	COMM	CONT
CRJU	CSCI	CSS	CULI	DRAF	ECHD	ECON	EDUC
ELEC	EMT	ENGL	ENSC	ENVS	ESL	FITN	FREN
FSS	GEOG	GEOL	GERM	HLTH	HRMG	HSTY	HUMN
HUMS	IED	IRM	ITAL	MATH	METR	MUSI	NURS
OFFC	PARA	PARC	PHIL	PHSC	POSC	PSED	PSYC
RDNG	RECR	RUSN	SOCE	SOCI	SPAN	SPMT	WGST
WINE							

Search **Guide to disciplines**

You may search available sections to explore the College's offerings or to begin planning a semester schedule. Current or incoming students who are building their schedule should also use the planning tools available in myINFO and should consult with an academic advisor during the planning process. **Note**: The Evening filter selects only classes that start at 4 p.m. or later, while the Daytime filter selects for classes that end by 5:50 p.m.

Tompkins Cortland Community College offers many learning opportunities that incorporate current technologies. Please note that **any** course, even those primarily designed to be delivered in a classroom, may require online activity as part of the course. Visit the Online Learning section of the catalog for more information on how to be successful in an online learning environment.

The courses of study offered at Tompkins Cortland Community College are arranged alphabetically by discipline in this section. The College reserves the right to cancel any course when the enrollment is insufficient to support the course. The right is also reserved not to offer a course if resources become unavailable or if the course has been deleted from any curriculum since the last issuance of the catalog. Courses required in a degree/certificate program are offered at least once every academic year. Other elective courses are generally offered at least once every other academic year unless otherwise noted.

While planning coursework within a specific academic program, students should work with their academic advisor regarding availability of core content courses, and should also review all course section availability including day, evening, online and extension center sections. Students who need a course which is not offered, or which is fully enrolled, should confer with their academic advisor or the appropriate department chairperson.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

GARY FORD

Associate Professor, Accounting

B.B.A., University of Alaska

M.S., SUNY Polytechnic Institute

Contact: gef@tompkinscortland.edu

Gary is a Certified Public Accountant, a Chartered Global Management Accountant, and a member of the American Institute of CPAs and the NY State Society of CPAs. He earned his Bachelor of Business Administration in Accounting from the University of Alaska Anchorage and Master of Science in Accounting from SUNY Polytechnic Institute in Utica/Rome. Prior to becoming a full-time faculty member, Gary worked as a CPA for an international CPA firm in the audit, tax, and management advisory services departments; Internal Auditor for a four-year university; Internal Audit Manager for a major county government; and Controller/401(k) & Pension Plan Administrator for an international design firm. He teaches various courses including Principles of Accounting I & II, Intermediate Accounting I & II, Cost Accounting, and Individual Federal Tax.

In addition to teaching, advising students, and participating on college service committees, Gary is involved in filmmaking and the local arts community. He and his wife, Lisa, also a professor at Tompkins Cortland, make short films together and volunteer with the Syracuse International Film Festival and other arts organizations.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

SOPHIA GEORGIAKAKI

Professor, Mathematics

B.S., Athens, Greece University of Economics and Business

M.S., Cornell University

Awards and Honors

Chancellor’s/Trustees’ Award for Excellence in Faculty Service, 2016

Chancellor's Award Winner for Excellence in Teaching, 2011

Contact: szg@tompkinscortland.edu

170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Transfer Path

Discipline: Chemistry

SUNY transfer paths outline the knowledge and skills that are essential for students to complete during their first two years of study for a major in a given discipline. The coursework described below will meet degree requirements at all SUNY campuses offering majors in the above discipline. If you complete this coursework successfully, you will be well-positioned to finish your degree with an additional two years of study at your SUNY transfer college.

Use this transfer path to discover both courses related to your major and general education requirements that will prepare you for transfer. Click on each course to view a course description. Then, to map your first two years of courses, visit Planning Your Coursework.

Lower-Division Major Requirements

The courses below are specifically related to your field of study and are part of the requirements for graduation in your major:

- Calculus I
- Calculus II
- Calculus-based Physics I: Mechanics (with lab)
- Calculus-based Physics II: Electromagnetism (with lab)
- General Chemistry I (with lab)
- General Chemistry II (with lab)
- Organic Chemistry I (with lab)
- Organic Chemistry II (with lab)

The following course is recommended (see advising notes):

- Analytical Chemistry (with lab)

Advising Notes

Some programs require Analytical Chemistry with lab for the Transfer Path. You should consult with your advisor and check with the receiving campus for specific requirements for their Chemistry tracks.

Advising Notes (cont'd)

Unless otherwise noted, courses that include online labs are not currently guaranteed for transfer across all campuses. Those courses and their online labs may be evaluated for transfer on a case-by-case basis by the receiving campus. Check with your advisor to see what restrictions and options may apply.

There may be additional courses in your major which would transfer, or courses which could be substituted for one of the above. These may be established on a case by case basis. Please see an advisor at your transfer campus to explore those options.

General Education Requirements

General Education courses are related to key academic disciplines and may be outside your field of study. To earn a SUNY AA/AS or bachelor's degree, you must earn 30 credits in at least seven of the following ten skill areas, and demonstrate two competencies.

Skill Areas:

- Basic Communication (required)
- Mathematics (required)
- American History
- Other World Civilizations
- Foreign Language
- Social Sciences
- Humanities
- The Arts
- Natural Sciences
- Western Civilization

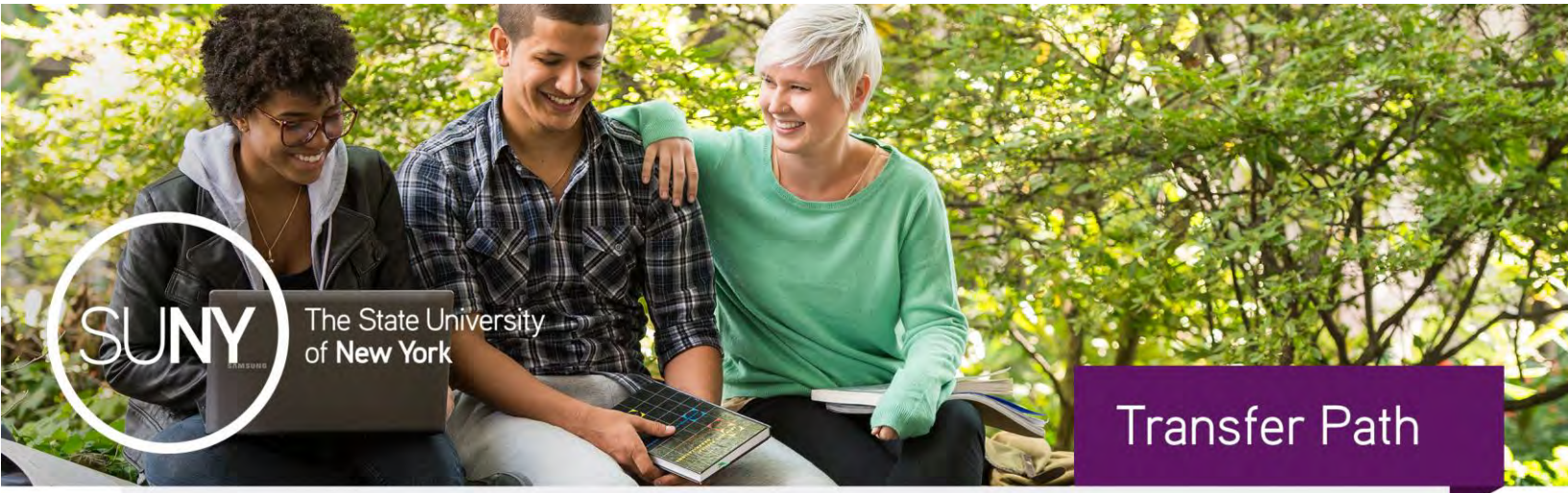
Competencies:

- Critical Thinking (required)
- Information Management (required)

General Education requirements vary by campus and by major. However, if you satisfy the SUNY General Education Requirement (SUNY-GER) area at one campus with a grade of C or higher, you will have met that SUNY-GER area at every other SUNY campus. Visit Campus Requirements to determine the skill areas required by each campus and the courses available within those areas.

Note: The lower division major requirements outlined in this document will be implemented for SUNY students entering Fall, 2015. Check with your campus advisor for more information regarding current requirements.

Last updated: April, 2014



Transfer Path

Discipline: Biology

SUNY transfer paths outline the knowledge and skills that are essential for students to complete during their first two years of study for a major in a given discipline. The coursework described below will meet degree requirements at all SUNY campuses offering majors in the above discipline. If you complete this coursework successfully, you will be well-positioned to finish your degree with an additional two years of study at your SUNY transfer college.

Use this transfer path to discover both courses related to your major and general education requirements that will prepare you for transfer. Click on each course to view a course description. Then, to map your first two years of courses, visit Planning Your Coursework.

Lower-Division Major Requirements

Required Introductory Courses:

- General Biology I (with lab)*
- General Biology II (with lab)*
- General Chemistry I (with lab)
- General Chemistry II (with lab)
- Math course(s) leading to a placement of 'Ready for Calculus'

Intermediate Courses. In consultation with your advisor, choose a minimum of 5 courses from the list below. The selections should be made on both your interests and the specific requirements of the biology program into which you want to transfer.

Cognate Courses:

- Organic Chemistry I (with lab), Organic Chemistry II (with lab) OR
- Analytical Physics I (with lab) , Analytical Physics II (with lab) (for BS degree track) OR
- General Physics I (with lab), General Physics II (with lab) (for BA degree track)
- Statistics
- Calculus I
- Calculus II

Biology Courses:

- Genetics (with lab)
- Cell Biology (with lab)
- Ecology (with lab)
- Microbiology (with lab)
- Anatomy & Physiology (with lab)
- Embryology (with lab)
- Developmental Biology (with lab)
- Molecular Biology (with lab)
- Botany (with lab)
- Zoology (with lab)

SUNY The State University of New York

Transfer Path

Lower-Division Major Requirements

Recommended courses based on selected program tracks below:

Biochemistry, Cell/Molecular Biology, Microbiology

- Genetics (with lab)
- Organic Chemistry I (with lab)
- Organic Chemistry II (with lab)
- Calculus I
- Calculus II

Organismal Biology/Physiology

- Ecology OR Genetics (with lab) OR other Intermediate Biology course with lab
- Organic Chemistry I (with lab)
- Organic Chemistry II (with lab)
- Calculus I
- Statistics

Ecology/Conservation/Environmental Biology

- Genetics (with lab)
- Ecology
- Organic Chemistry I (with lab)
- Calculus I
- Statistics

Health Sciences

- Genetics (with lab)
- Organic Chemistry I (with lab)
- Organic Chemistry II (with lab)
- Statistics
- Introduction to Psychology OR Introduction to Sociology OR Anatomy and Physiology I (with lab)

Biology (BA)

- Genetics (with lab)
- Organic Chemistry I (with lab) OR General Physics I (with lab) OR Analytical Physics I (with lab)
- Calculus I
- Statistics

Advising Notes

The Introductory and Intermediate courses listed in the Lower Division Major Requirements section are specifically related to your field of study and are part of the requirements for graduation in your baccalaureate major. You must complete all Introductory as well as five courses under the Intermediate courses list. Completing only the Introductory courses will probably allow you to graduate with the equivalent of a BA in Biology in two or three more years, but probably not with a BS (depending on the transfer campus' major program tracks). Generally, the appropriate selection of Intermediate courses should allow you to graduate with a Biology baccalaureate in two additional years.

Check with your receiving campus for specific recommendations for their Biology tracks. BS degree programs may require a year each of Calculus, Organic Chemistry and University Physics (calculus based). BA degree programs may require fewer cognates.

Intermediate level courses have prerequisites: Biology courses may require a year of General Biology (or equivalent); Organic Chemistry requires a year of General Chemistry (or equivalent); and University Physics requires a year of Calculus. Statistics and Calculus have specific math placement pre-requisites (see your advisor).

Unless otherwise noted, courses that include online labs are not currently guaranteed for transfer across all campuses. Those courses and their online labs may be evaluated for transfer on a case-by-case basis by the receiving campus. Check with your advisor to see what restrictions and options may apply.

General Biology I & II should be taken at the same institution (consult your receiving campus).

There may be additional courses in your major which would transfer, or courses which could be substituted for one of the above. These may be established on a case by case basis. Please see an advisor at your transfer campus to explore those options.

General Education Requirements

General Education courses are related to key academic disciplines and may be outside your field of study. To earn a SUNY bachelor's degree, you must earn 30 credits in at least seven of the following ten skill areas, and demonstrate two competencies. For AS programs in Engineering, students must satisfy five of the following ten skill areas.

Skill Areas:

- Basic Communication (required)
- Mathematics (required)
- American History
- Other World Civilizations
- Foreign Language
- Social Sciences
- Humanities
- The Arts
- Natural Sciences
- Western Civilization

Competencies:

- Critical Thinking (required)
- Information Management (required)

General Education requirements vary by campus and by major. However, if you satisfy the SUNY General Education Requirement (SUNY-GER) area at one campus with a grade of C or higher, you will have met that SUNY-GER area at every other SUNY campus. Visit Campus Requirements to determine the skill areas required by each campus and the courses available within those areas.

Note: The lower division major requirements outlined in this document will be implemented for SUNY students entering Fall, 2015. Check with your campus advisor for more information regarding current requirements.

Last updated: April, 2014

Transfer Path

Discipline: Nutrition Science

SUNY transfer paths outline the knowledge and skills that are essential for students to complete during their first two years of study for a major in a given discipline. The coursework described below will meet degree requirements at all SUNY campuses offering majors in the above discipline. If you complete this coursework successfully, you will be well-positioned to finish your degree with an additional two years of study at your SUNY transfer college.

Use this transfer path to discover both courses related to your major and general education requirements that will prepare you for transfer. Click on each course to view a course description. Then, to map your first two years of courses, visit Planning Your Coursework.

Lower-Division Major Requirements

The courses below are specifically related to your field of study and are part of the requirements for graduation in your major:

- General Biology I (with lab)*
- General Biology II (with lab)*
- General Chemistry I (with lab)
- General Chemistry II (with lab)
- Organic Chemistry I (with lab)
- Anatomy and Physiology I (with lab)*
- Anatomy and Physiology II (with lab)*
- Microbiology (with lab)
- Composition I
- Introduction to Psychology
- Introduction to Sociology

Advising Notes

There may be additional courses in your major which would transfer, or courses which could be substituted for one of the above. These may be established on a case by case basis. Please see an advisor at your transfer campus to explore those options.

General Education Requirements

General Education courses are related to key academic disciplines and may be outside your field of study. To earn a SUNY AA/AS or bachelor's degree, you must earn 30 credits in at least seven of the following ten skill areas, and demonstrate two competencies.

Skill Areas:

- Basic Communication (required)
- Mathematics (required)
- American History
- Other World Civilizations
- Foreign Language
- Social Sciences
- Humanities
- The Arts
- Natural Sciences
- Western Civilization

Competencies:

- Critical Thinking (required)
- Information Management (required)

General Education requirements vary by campus and by major. However, if you satisfy the SUNY General Education Requirement (SUNY-GER) area at one campus with a grade of C or higher, you will have met that SUNY-GER area at every other SUNY campus. Visit Campus Requirements to determine the skill areas required by each campus and the courses available within those areas.

Note: The lower division major requirements outlined in this document will be implemented for SUNY students entering Fall, 2015. Check with your campus advisor for more information regarding current requirements.

Last updated: April, 2014

JAMES R. JACOB PH.D.

Professor, Biology

B.S., Allegheny College

Ph.D., University of Texas Health Science Center at San Antonio

Awards and Honors

Chancellor's Award for Excellence in Faculty Service, 2010

Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities, 2015

Contact: jrj@tompkinscortland.edu

Dr. Jacob has published over 25 papers in peer-reviewed journals during his two decades of scientific research performed at Baylor College of Medicine, Southwest Foundation for Biomedical Research, and Cornell University. He is also listed as co-inventor on four patents, with several in application.

Aside from basic and applied scientific research sponsored by government and corporate sponsors, Dr. Jacob has taught medical, dental, veterinary and graduate students as well as directed the individual research projects of visiting scholars.

"The carriage won't go unless you have the horses to pull it."
-- Ancient Prussian proverb, anon.

COMMUNITY COLLEGE UNDERGRADUATE RESEARCH INITIATIVE (CCURI)

Dr. Jacob is co-Principle Investigator on the, "Community College Undergraduate Research Initiative (CCURI)." This $3.5 million educational research project is funded through the National Science Foundation (NSF) Transforming Undergraduate Research in the Sciences initiative. The CCURI is disseminating an inquiry-based teaching model where students are exposed to real world science through case study teaching in introductory courses coupled with hands-on research experience at their institution. CCURI is providing resources for over 26 community college institutions across the national for faculty development opportunities.

Dr. Jacob developed the Biotechnology degree program at Tompkins Cortland that includes course work in microbiology, genetics and cell biology. Upon successful completion of requirements for an Associate in Science degree the student may transfer to a bachelor degree program.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations
The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

CHRIS XAVER PH.D.

Professor, Communication and Media Arts

B.S., Syracuse University

M.A., Syracuse University

Ph.D., Capella University

Contact: cmx@tompkinscortland.edu

BACKGROUND

Chris Xaver is the program chair of Communications and Media Arts at Tompkins Cortland Community College in Dryden, N.Y. is part of the State University of New York system (SUNY).

Chris brings to Tompkins Cortland a strong and varied background. She received her B.S in broadcast journalism, cum laude, from the S.I. Newhouse School of Communications at Syracuse University, her M.A. from Syracuse in political science from the Maxwell School of Citizenship, and her Ph.D. in Higher Education Leadership from Capella University.

Currently Chris is an in-depth reporter for WCNY's Central Issues television show. She also hosts The Sweet Life with Chris Xaver. Chris produces and hosts podcasts on iTunes for Cappella University. For more than 20 years Chris worked as a reporter and anchor in both television and radio. And as a voice over talent, Chris can be heard on radio, TV, and audio books both locally and nationally.

At the College, Chris has embraced a strengths-based approach to teaching and leading. She's one of just a dozen Gallup selected StrengthsQuest trainers in the U.S. StrengthsQuest is a revolutionary program from The Gallup Organization that

focuses students on strengths rather than weaknesses.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

LARRY CHASE

Professor, Business

B.A., Ithaca College

M.B.A., Syracuse University

Awards and Honors

Chancellor's/Trustees' Awards for Faculty Service, 2006

Contact: ljc@tompkinscortland.edu

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box

FIND US ON:

CALL US AT:

139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

KEVIN HAVERLOCK

Professor, Business

B.S., LeMoyne College

M.B.A., Syracuse University

Contact: kjh@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

JOSEPH L. SMITH PH.D., LCSW-R, CASAC

Professor, Chemical Dependency Counseling

B.S., Utica College

M.S.W., Syracuse University

Ph.D., Smith College for Social Work

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Contact: jls@tompkinscortland.edu

Dr. Smith is the Program Chair of both the Human Services and Chemical Dependency Counseling Programs at Tompkins Cortland Community College. He is a NYS Licensed Clinical Social Worker, and a NYS Credentialed Alcoholism and Substance Abuse Counselor. Dr. Smith practices part time in Syracuse, NY. Additionally, Dr. Smith teaches as an adjunct instructor in the graduate social work program at Syracuse University.

Dr. Smith has served as a Research Advisor in the MSW Program at Smith College School for Social Work in

Northampton, MA. Also, he has worked as a trainer and consultant for the NYS Office of Alcoholism and Substance Abuse Services. Dr. Smith participates actively in scholarly activities including presentation and publication.

Dr. Smith is an experienced online educator, and has proficiency with distance learning, curriculum development, quality improvement, and assessment.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

TAMMY SMITH

Professor, Computer Information Systems

A.S., SUNY Broome

B.S., Binghamton University

M.S., Binghamton University

Contact: tzs@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

KEN WHITENER

Associate Professor, Computer Science

B.A., Georgia State University

M.S., American Intercontinental University

Contact: hkw@tompkinscortland.edu

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

DARLENE GOLD PH.D.

Professor, English

B.A., Boston University

M.F.A., Columbia University

Ph.D., Binghamton University

Contact: dag@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

SCOTT OCHS

Professor, Criminal Justice

B.A., SUNY Cortland

M.A., John Jay College of Criminal Justice

Awards and Honors

SUNY Chancellor’s Award for Faculty Service, 2017

SUNY Chancellor's/Trustees' Award for Excellence in Teaching, 2005

National Drug Court Institute, U.S. Justice Department Planning and Training Initiative, 2004

Numerous Civic and Community Certificates of Appreciation for Community Involvement

Contact: sao@tompkinscortland.edu

Scott teaches Introduction to Criminal Justice, Criminology, Juvenile Delinquency, and Criminal Investigation, and also oversees the Program Internship.

BACKGROUND AND PROJECTS

Scott has an extensive background in the criminal justice system including experience as an investigator with the NYC Department of Transportation Inspector's General's Office where several letters of commendation were awarded, as well as work as a Rockland County juvenile probation officer and program consultant with New York State Probation. Scott began at Tompkins Cortland in 1993 and currently chairs the Criminal Justice Program. He routinely is contacted and interviewed by the media concerning crime and criminals and assisted a local agency with a comprehensive jail study. Scott was recently selected by a New York City film producer for participation in a documentary film about ex-offenders and hurdles they face reintegrating into society. The film also focused upon challenges in education. Other film participants included the President of John Jay College of Criminal Justice, a Columbia University researcher and field professionals from prominent New York City agencies. Scott is also active in the Criminal Justice Educator's Association of New York State and is a recent recipient of the organization's prestigious annual Lewis Award for dedication and service to the organization and criminal justice education..

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

SUSAN STAFFORD

Professor, Hotel and Restaurant Management

A.A.S., SUNY Canton

B.S., Niagara University

Awards and Honors

Chancellor's/Trustees' Award for Faculty Service, 2013

Trustees' Award for Excellence in Adjunct Teaching, 2007

Contact: szs@tompkinscortland.edu

Sue Stafford brings 30 years of experience in the hospitality industry to her position in the classroom as chair of the Hotel and Restaurant Management and Culinary Arts Degree Programs at Tompkins Cortland Community College, a SUNY community college. She has been instrumental in the development of Tompkins Cortland's Farm to Bistro concept, which features an organic farm on campus that provides fresh produce to the College's downtown Ithaca restaurant and culinary center, Coltivare.

She has served as hotel inspector for Condé Nast Publications; specifically, Johansen's Guide to Luxury Hotels, including inspection of independent luxury properties in New York, Pennsylvania, and Ontario, Canada. Stafford also was an owner, partner, and vice president of Hospitality International Executive Search, recruiting and reorganizing operational staff for a list of clients that included most major hotel, restaurant, and food service companies nationally and some operations internationally.

Prior to those positions, Stafford had a range of experience, which included progressive management position with Interstate Hotels (Marriott), Holiday Inns, and Hilton. She also has conference services experience with Travel Trade Publications and Bonnie Walsh Associates.

As a full-time faculty member and department chair at Tompkins Cortland Community College, Stafford is responsible for teaching duties, as well as curriculum development, regional and global education partnerships, enrollment, continuing education, and industry outreach. To that end, she has developed collaborative training programs with Tompkins County Tourism & NYS Hospitality & Tourism Association. She has served and participated in the SUNY Hospitality Consortium; NYS Wine & Culinary Two Year College Consortium, helped to develop a collaboration with Niagara University and others to create transfer opportunities for Tompkins Cortland students; welcomed eight Fulbright Scholarship Students from five developing countries to study within Tompkins Cortland's Hotel and Restaurant degree program; and taught in the Global Disney College Program. She travels annually with students to Italy for their Culture & Cuisine class.

Stafford has travelled to Turkey, Peru, Italy, France, and Croatia to solidify relationships with university partners worldwide focusing on international hospitality, wine, and culinary training with the goal of broadening opportunities for Tompkins Cortland students and our area businesses in the global marketplace.

Stafford earned her Bachelor of Science in Hotel and Restaurant Administration from Niagara University, and her Master of Science in Adult Education and Human Resources Training from Elmira College. She also earned an Associate of Applied Science in Hotel Technology from SUNY at Canton. She lives in Homer, N.Y., with her husband of 25 years, Doug. They enjoy their time on the St. Lawrence River and they have three children and a golden retriever, Molly.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

ANNA REGULA

Associate Professor, Reading

B.S., SUNY Cortland

M.S.Ed., SUNY Cortland

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Teaching, 2013

Contact: amh@tompkinscortland.edu

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box

FIND US ON:

CALL US AT:

139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

JANET SWINNICH

Professor, Physics

B.S., St. Lawrence University

M.S., Cornell University

Awards and Honors

Chancellor's Award for Faculty Service, 2015

Contact: jjs@tompkinscortland.edu

Professor Swinnich earned her B. S. from St. Lawrence University in Canton, N.Y., where she completed both a physics and mathematics major. She also has an M.S. from Cornell University in Physics.

She has lived in Central New York since August of 1980 and has taught at Tompkins Cortland since August of 1983.

At the College, she has taught various courses in physics, electrical technology, engineering, and mathematics. She also worked for one year as a Student Success Coordinator and currently serves as Faculty Advisement Liaison. Janet has a great interest in helping students succeed, so she has also taught a few freshman seminar courses.

In 2009, Janet received an Exemplary Leadership Award from the Chair Academy for her work with student success initiatives at Tompkins Cortland.

Her top five themes of talent (per StrengthsQuest) are WOO, Individualization, Input, Arranger, and Developer. In recent years, she has also taken a leading role in promoting talent and strengths development among students and staff. In this role, she assists people in using the results of Gallup's StrengthsFinder inventory and applying the strengths philosophy to

their studies, work, and lives.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

TIM MCCABE

Professor, Economics/Business

B.A., St. Bonaventure University

M.A., University of West Virginia

Contact: tjm@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

KELLY WESSELL PH.D.

Professor, Biology

B.S., Michigan State University

M.S., Michigan State University

Ph.D., Michigan State University

Awards and Honors

SUNY Chancellor's/Trustees' Award for Excellence in Teaching, 2010

Contact: kjw@tompkinscortland.edu

Kelly received his Ph.D. in aquatic entomology from Michigan State University. His research interests include bioassassment of large river ecosystems and non-point source pollution of streams, but his passion is teaching. Kelly is the Environmental Studies Chairperson and regularly teaches ecology, evolution, and biodiversity courses for science majors and non-majors. He also teaches Global Seminar, which is an international collaboration in which students from around the world interact via videoconference and online to work through case studies examining sustainable development. He co-leads a Tropical Field Natural History study abroad trip to Colombia, where students get to explore

the Central Andes, Amazon, and Caribbean regions of this culturally and biologically diverse country.

Currently, he serves on the Tompkins Cortland Sustainability Council, the College Teaching Center Board, and co-advises STAND, which is a student club aimed at increasing civic engagement in our college community.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

CHRISTINE SHANKS

Assistant Professor, Graphic Design

B.S., Towson University

M.F.A., University of Delaware

Contact: cjs035@tompkinscortland.edu

I am an image maker, designer, and educator. I feel at home on the computer and working by hand in the studio.

I have experience in fine art and commercial work.

Some of my specialties are design (web, interactive, and print), motion graphics, printmaking (utilizing both traditional and digital processes), and photography (alternative processes, digital, and film).

For more than 10 years I have shared my expertise with students as a professor in higher education, as well as through workshops and lessons for students of all ages.

New educational tools are presented to us everyday in the electronic age.

Some examples of how I incorporate social media in my teaching:

Pictorial Collective (Facebook companion page): Visual Inspirations

The Tech Savvy Creative (Facebook companion page): Technology tutorials for creatives

Shanks Course Group (inspiration, news, events and updates about creative fields and pertinent student information, must request to join)

Photo Crit Group (photography critique group for students, alumni, faculty and professionals – must request to join)

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

TINA STAVENHAGEN-HELGREN

Professor, Anthropology

A.S., Hudson Valley Community College

B.S.W., Eastern College

M.A., Binghamton University

Awards and Honors

Chancellor's/Trustees' Award for Teaching, 2014

Trustees' Award for Excellence in Adjunct Teaching, 2000

Contact: tsh@tompkinscortland.edu

BIOGRAPHY

Learning about cross-cultural issues really intrigues me, especially when we discuss this live in a classroom setting. I enjoy incorporating innovative teaching and learning methods. Cultural immersion is key to beginning to grasp the behaviors and thinking patterns of other peoples, and I encourage students to expand their worldviews

through travel along with reading and discussion. Having spent some time in countries including Germany, Haiti, and Guatemala has helped me stretch my worldview. My research and experience include immigration issues along the Texas-Mexican border and legal advocacy for Mayan refugees in Colorado. More recently I have studied Mayan immigrants on New York state dairy farms.

I also enjoy traveling, conversing over coffee with people from different cultures, hiking, skiing, reading, and artwork. *Let me know if you would like to join me on a study abroad adventure in Guatemala visiting Mayan villages and engaging in community projects!*

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

JEANNE CAMERON PH.D.

Professor, Sociology

B.A., SUNY Cortland

M.A., Binghamton University

Ph.D., Binghamton University

Awards and Honors

Chancellor's Award for Excellence in Teaching, 2002

Chancellor's Award for Scholarship and Creative Activities, 2011

Contact: jec@tompkinscortland.edu

HIGHLIGHT KEY PUBLISHED WORKS

Jeanne's most recent publications include:

Canaries Reflect on the Mine: Dropouts' Stories of Schooling (Information Age Publishing, 2012), which received the 2013 Outstanding Publication Award of the Narrative Research SIG of the American Educational Research Association; The Society of Professors of Education 2013 Book Award; and the American Educational Studies Association 2013 Critics Choice Award.

"Autoethnography and the Emergent Public: Counterstories from a Community College Classroom" (in *Dangerous Counterstories in the Corporate Academy: Narratives for understanding, resistance, and community in the age of Neoliberalism,* edited by Emily Daniels and Brad Porfilio, Information Age Publishing, 2013). This article tells the story of her Introduction to Sociology classes at Tompkins Cortland.

SPECIAL PROJECTS

Jeanne frequently collaborates with other teachers at Tompkins Cortland, and team teaches courses that link academic writing with sociology, cross-disciplinary research seminars, a course on HBO's *The Wire,* Race and Ethnicity, and Creative Nonfiction. She is currently involved in *writing to learn* practices, using a good deal of informal writing in the classroom to help students develop a deep understanding of difficult concepts and ideas.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

SUSAN CERRETANI

Professor, English

B.A., SUNY Oswego

M.S., SUNY Cortland

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Teaching, 2014

Contact: sac@tompkinscortland.edu

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box

FIND US ON:

CALL US AT:

139 Dryden, New York 13053
Campus/extension centers locations
The State University of New York
1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues

NANCY PUTNAM

Professor, Mathematics

A.A.S., Cayuga Community College

B.S., SUNY Cortland

M.S.Ed., SUNY Cortland

Contact: njp@tompkinscortland.edu

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

TRAVIS VANDE BERG PH.D.

Professor, Sociology

B.A., Central College

M.A., Loyola University

Ph.D., Loyola University

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Teaching, 2016

Contact: tpv@tompkinscortland.edu

170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

ROCHELLE M. MIKE

Professor, Reading

B.A., SUNY Cortland

M.S., SUNY Cortland

Contact: rmm@tompkinscortland.edu

Teaching is an act of hope for a better future. The rewards of teaching are neither ostentatious nor obvious – they are often internal, invisible, and of the moment. But paradoxically, they can be deeper, more lasting, and less illusory than the cut of your clothes or the size of your home. The rewards of teaching might include watching a [student] and come alive to a particular literacy, discipline or way of thinking, or seeing another begin to care about something or someone in a way that he never cared before… There is a particularly powerful satisfaction in caring in a time of carelessness, and thinking in a time of thoughtlessness. The reward of teaching is knowing that your life makes a difference.

-- William Ayers

For me teaching is complex, often messy, and very much about connections of all kinds, especially human connections. It is often ambiguous and so much more about asking the right questions than providing the right answers. In that sense teaching and learning are intertwined - actively and simultaneously engaging both teacher and student. Teaching then becomes much more than technique and methodology and learning becomes more than the acquisition of information. Classrooms become places where we can discover as much about ourselves as we can about the material. Teaching is for caring people who reach deep for the best in themselves and are vigilant about looking for and nurturing the same in

their students.

I am a professor of education and reading and chair of the childhood education program. I teach both Introduction to the Teaching Profession and College Reading and Study Skills. I am also a member of the English department. I hold a master's degree in education and have been teaching at Tompkins Cortland for 20 years.

I am an avid movie fan and news junkie. I love to spend time at and on Cayuga Lake and have a pretty decent fossil collection to prove it. I enjoy reading, gardening and crafts.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

KAREN PASTORELLO PH.D.

Professor, History

B.A., St. John Fisher College

M.A., Arizona State University

Ph.D., Binghamton University

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities, 2007

Contact: kap@tompkinscortland.edu

Karen Pastorello currently chairs the Women and Gender Studies Program. She earned a Ph.D. in Modern American History from Binghamton University, 2001; an M.A. in American Labor History from Arizona State University, 1985; and a B.A. in History and Education from St. John Fisher College, 1977.

Dr. Pastorello has taught at Tompkins Cortland Community College since 1990. She teaches the American History survey courses as well as 19th Century Labor History, U.S. Women's History, and Women and Work. Her interests include

progressive era labor history and labor feminism. She has published several articles and two books: *A Power Among Them: Bessie Abramowitz Hillman and the Making of the Amalgamated Clothing Workers of America* (University of Illinois Press, 2008); and, most recently, *The Progressives: Activism and Reform in American Society, 1893-1917*. (John Wiley and Sons, 2014).

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

KEITH MILLMAN

Professor, New Media

B.F.A., University of Oregon

M.F.A., California College of the Arts

Awards and Honors

Best in Show Made in New York, Schweinfurth Memorial Art Center, Auburn, NY, 2013

SUNY Chancellor's/Trustees' Award for Excellence in Creative and Scholarly Activities, 2010

Contact: kxm@tompkinscortland.edu

I love my job.

Learning in the Arts and New Media involves the constant innovation and improvisation of the moment. Learning is never finished, and I learn along with my students. I make experiments and mistakes and am inspired by my students. Problem solving is the most important skill students learn, and most class work is hands on so students are creating their learning.

As chair of the New Media program, I teach many of the core courses in the program, often in collaboration with other professors. It is a privilege to teach with talented faculty and staff and be part of Tompkins Cortland Community College.

I actively show my art in galleries and adjudicate art shows. I have received grants from Cornell University Council for the Arts, The Community Arts Partnership (Ithaca, NY) and The Innovation Fund Grant of Tompkins Cortland. Work in collections include the Portland Art Museum, Portland, OR and the Preus Photo Museum, Norway. I recently co-authored a book with John Sheehan, ***The Immortal Imagination: the 22nd North Carolina Infantry Regiment in War and Peace*** published by M.T. Publishing Inc., 2016.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

KIMBERLY SHARPE

Professor, Nursing

B.S., Hartwick College

M.S., Syracuse University

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Faculty Service, 2011

Contact: kas@tompkinscortland.edu

Kim Sharpe graduated with a bachelor's degree in nursing from Hartwick College in Oneonta, N.Y.

She then started her career at Memorial Sloan Kettering Cancer Center in New York City. She was a nurse manager of an oncology unit in Orlando, Fla., before she moved back to this area. She worked in the ICU at Upstate Medical Center in Syracuse before changing to become a nurse case manage at Aetna Insurance for a few years.

She obtained her master's degree in nursing from Syracuse University and then taught at Crouse Hospital School of

Nursing for 10 years before coming to Tompkins Cortland. She currently works per diem as an RN at Hospicare along with her position as department chair and professor here at the College.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

ROBERT SARACHAN

Professor, Paralegal

B.A., Harper College

B.S., Binghamton University

M.S., Syracuse University

M.B.A., Indiana University

J.D., Indiana University

Contact: ras@tompkinscortland.edu

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College Contact the webmaster for website or accessibility issues

HARRY LITTELL

Associate Professor, Photography

A.A.S., Rochester Instititute of Technology

B.F.A., Cornell University

M.F.A., Alfred University

Awards and Honors

Chancellor's/Trustees' Award for Excellence in Teaching, 2015

Contact: hal@tompkinscortland.edu

As Chair of the Photography Program, I enjoy helping students see the world in new ways and discover their direction in photography. Favorite learning activities include cross-discipline collaborations, community research projects, photo field trips, and self-published photo books. During my 2017 sabbatical, I crisscrossed upstate New York photographing the cultural landscape including signs, storefronts, buildings, and people. I'm an active researcher, collaborating with writer Ronald Ostman on several photography books about New York and Pennsylvania history.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Recreation: Exercise Studies

Fitness Recreation

- Entrepreneur
- Fitness Center Owner
- Coach
- Fitness Director
- Yoga Instructor
- Personal Trainer
- Group Fitness Leader
- Athletic Fitness Coach
- Fitness Center Director
- YMCA/YWCA/JCC Fitness Program Director
- Weight Loss Specialist
- Fitness and Wellness Coordinator
- Aerobics Instructor
- Dietitian and Nutritionist
- Adaptive Fitness Specialist

Outdoor Recreation

Natural Resource Management and Environmental Interpretation

- Park Ranger
- Nature Center Director
- Park Naturalist
- Outdoor Recreation Manager (Government)
- Environmental Educator
- Park Interpreter
- Conservation Officer
- Park Superintendent
- Environmental Researcher
- Outdoor Recreation Planner
- GIS Specialist
- Fish and Game Warden

Outdoor Adventure and Education

- Camp Trip Leader
- Alpine Skiing and Snowboarding Instructor
- Camp Counselor
- Camp Activity Specialist
- Outdoor Guide
- Adventure Trip Supervisor
- Adventure Therapist
- High Ropes Director
- Teambuilding Facilitator
- Park Ranger
- Hunting/Fishing Guide
- Camp Director
- Program Director
- Ecotourism Guide
- Mountaineering Instructor
- Search and Rescue Specialist
- SCUBA Instructor
- Summit/Trail Steward

RECREATION CAREER OPPORTUNITIES

TOMPKINS CORTLAND COMMUNITY COLLEGE

For more information,
email Department Chair Pat Mercer
at pxm@tompkinscortland.edu

tompkinscortland.edu/catalog

Recreation Leadership

Youth Recreation Services

- Camp Director
- Summer Camp Owner
- Camp and Conference Center director
- Religious Youth Group Leader
- Boy Scout and Girl Scout Executive
- After School Program Director
- Boys and Girls Club Director
- Youth Program Director

Therapeutic Recreation

- Inclusion Specialist
- Recreation Therapist
- Drug and Alcohol Rehabilitation
- Art Therapist
- Long-Term Care Facility Recreation Specialist
- Physical Rehabilitation
- Physical Therapy CTRS
- Special Olympics Director
- CRTS in Behavioral Health
- VA Rehabilitation Therapist
- Special Recreation Supervisor
- Activity therapy Services
- Senior Rehabilitation Services
- Retirement Home Recreation Director
- Senior Center Recreation Director
- Therapeutic Recreation Program Manager

Community Recreation

- Activity Specialist
- Recreation Center Manager
- Park and Operations Manager
- Religious Recreation Director
- Recreational Sports Director
- Military Recreation Leader (MWR)
- Special Event Coordinator
- Aquatics Director
- Youth Sports Coordinator
- Head Lifeguard

Tourism, Event, and Commercial Management

- Civic Center Director
- Water Park manager
- Amusement Park Manager
- Racquet and Fitness Center Director
- Director of Student Activities
- Athletic Director
- Intramural Sports Director
- Corporate Recreation Director
- Cruise Ship Activity Program Director
- Resort Recreation Director
- Specialty Tour Guide
- Event Manager
- Event Planner
- Travel agent

PATRICK MERCER

Associate Professor

B.S., Lock Haven University of Pennsylvania

M.S., SUNY Cortland

Awards and Honors

Trustees' Award for Excellence in Adjunct Teaching, 2008

Contact: pxm@tompkinscortland.edu

When I was completing my undergraduate degrees in Recreation, Outdoor Management, and Leisure Commercial Management at Lock Haven University, I stumbled across a sign while rock climbing during spring break at Seneca Rocks in WV.

It read, "Here ends the Realm of the Hiker..."

This sign was posted near the apex of the hiking trail that leads fellow outdoor seekers over 900 vertical feet from the trail

head to this area along side of a precipitous cliff. This particular cliff drops off on both sides over 500 feet to the deck, like a knife blade, forming an exposed narrow ridge at the top to greet hikers and climbers alike.

The sign continued, “The area beyond this point has been left in a natural condition. Loose or falling rocks, sheer drop offs and slippery footings are common.”

And then concluded, “Visitors should have rock climbing ability before entering the area.”

It did not say “keep out” or “no trespassing.” Its message was to delineate the end of the hiking trail and the beginning of something greater or more intense than casual hiking. As I later learned while completing my master’s degree in Outdoor Education at SUNY Cortland, the intent of this sign was to protect inexperienced hikers from dangers while at the same time allowing individuals to make a conscious, informed decision as whether to proceed forward or to turn back. For some, the sign serves as a warning … for others, a challenge!

As an Outdoor Educator, W-EMT, Program Director, Camp Counselor, High Ropes Director, and now Associate Professor, I heed the message from this sign as I help people overcome their own challenges to experience something greater or more intense in the field of Recreation and Leisure Studies. I enjoy teaching people the skills and knowledge necessary so that they can safely venture beyond their own sign that marks the end of the realm of who they currently are. Instead of saying “keep out,” I invite and facilitate participants and students to experience their own trials so that, in the end, they can continue on their own path that leads to whatever exposure in life they seek. My overall goal is that these same students become leaders themselves so they too can help others as I have helped them.

The irony of this sign is that the end of three days of rock climbing, scaling that cliff, my climbing partner and I decided to hike the trail back down to the parking lot as opposed to our usual method of rappelling. It was on this descent from this precarious natural area that we came across this sign and its message. Though I was new to this world of rock climbing, it was at this point I could now consider myself a “Rock Climber.”

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College

Contact the webmaster for website or accessibility issues

TAYLOR REID PH.D.

TC3 Farm Education Director

B.S., University of Massachusetts

M.S., Michigan State University

Ph.D., Michigan State University

Contact: tcr002@tompkinscortland.edu

Taylor Reid is the TC3 Farm Education Director, and chairs the Sustainable Farming and Food Systems degree program. He holds a B.S. in Plant and Soil Science from the University of Massachusetts, and both an M.S. in Botany and Plant Pathology, and a Ph.D. in Community, Food, and Agriculture from Michigan State University. Taylor's research has focused on the motivations and learning processes of first-generation farmers, food and agricultural standards, and the history of the organic farming movement. He is the founder of beginningfarmers.org.

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College
Contact the webmaster for website or accessibility issues

GUIDE TO DISCIPLINES

Select a discipline to view all the courses descriptions for courses in that discipline.

A-F

ACAD	Academic Success
ACCT	Accounting
ALEX	Applied Learning Experience
ANTH	Anthropology
ART	Art
ASTR	Astronomy
BIOL	Biology
BIOT	Biotechnology
BUAD	Business Administration
CAPS	Computer Applications
CDSC	Chemical Dependency Counseling
CHEM	Chemistry
CHIN	Chinese
CIS	Computer Information Systems
COMM	Communication and Media Arts
CONT	Construction and Environmental Technology
CRJU	Criminal Justice
CSCI	Computer Science
CSS	Computer Support Specialist
CULI	Culinary Arts
DRAF	Drafting
ECHD	Early Childhood
ECON	Economics
EDUC	Education
ELEC	Electrical Engineering Technology
EMT	Emergency Medical Training
ENGL	English and Creative Writing
ENSC	Engineering Science

ENVS Environmental Studies
ESL English as a Second Language
FITN Fitness
FREN French
FSS Freshman Seminar

G-W

GEOG Geography
GEOL Geology
GERM German
HLTH Health
HRMG Hotel and Restaurant Management
HSTY History
HUMN Humanities
HUMS Human Services
IED International Education Study Abroad
IRM Information Resource Management
ITAL Italian
MATH Mathematics
METR Meteorology
MUSI Music
NURS Nursing
OFFC Office Management and Administration
PARA Paralegal
PARC Paralegal Studies Certificate
PHIL Philosophy
PHSC Physics
POSC Political Science
PSED Psychological Education
PSYC Psychology
RDNG Reading
RECR Exercise Studies/Outdoor Recreation/Recreation Leadership
RUSN Russian
SOCE Social Science
SOCI Sociology
SPAN Spanish
SPMT Sport Management
WGST Women and Gender Studies
WINE Wine Marketing

LOCATION:

Tompkins Cortland Community College
170 North St., P.O. Box 139 Dryden, New York 13053

Campus/extension centers locations

The State University of New York

FIND US ON:

CALL US AT:

1.888.567.8211–1.607.844.8211

© 2018 Copyright Tompkins Cortland Community College